DEPARTMENT RESOURCES GUIDE

DEFINED CONTRIBUTION INVESTMENT RESEARCH

| RESOURCE/ DELIVERABLE NAME | USE | DESCRIPTION | REQUEST PROCESS/ ACCESS | LEAD TIME | PRIMARY CONTACTS |
|----------------------------------|----------|---|--|--|--|
| Fund Observations "One-Pager" | Prospect | Provides details on the prospect's plan investments including performance rankings and asset allocation | CAPConnect – workflow process, 5500 | 1 week | Peter Ruffel – 10325 Jennifer Doss - 10344 |
| Extended "Full" Analysis | Prospect | Includes fund observations, fee analysis, investment style comments and overlap observations. There are slides specific to Freedom401k prospects. | CAPConnect – workflow process, 408(b)(2) | 1 weeks | Peter Ruffel – 10325 Jennifer Doss - 10344 |
| Conversion Book | Client | Includes current vs recommended lineups, along with mapping strategies, comparisons and factsheets. | CAPConnect – workflow process, DC Transition Checklist, 408(b)(2), Asset Values | 2 -3 weeks after the professional service tasks are completed | Peter Ruffel – 10325 <u>Jennifer Doss -</u> 10344 |

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| Fund Comparison | Client | Manager replacements and comparisons | CAPConnect – workflow process | 1 week | Peter Ruffel – 10325 Jennifer Doss - 10344 |
| Target Date Fund Comparison | Client | Includes analysis of TDF risk/returns and glide path management (Passive vs Active, To vs Through) | CAPConnect – workflow process, TDF survey on Survey Money | 1 week from when survey is completed | Peter Ruffel – 10325 Jennifer Doss - 10344 |
| Fee Analysis | Client | Compare and discuss different methods of paying for administrative fees. Before and after expense analysis included. | CAPConnect – workflow process, 408(b)(2), Asset Values | 1 week | Peter Ruffel – 10325 Jennifer Doss - 10344 |

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| Stable Value Comparison | Client | Compares CIT stable value options to one another using historical metrics and CAPTRUST median statistics. | CAPConnect – workflow process | 1 week | Peter Ruffel – 10325 Jennifer Doss - 10344 |
| Asset Class "Stair- step" Chart | Client | Gives a proposal for the most appropriate structure of the client's future plan. Serves as a great "bridge" between the prospect and conversion phases. | CAPConnect – workflow process | 1 week | Peter Ruffel – 10325 Jennifer Doss - 10344 |