

**Attachment B**  
**Investment Pool/Fund Questionnaire**

**1. A description of eligible investment securities, and a written statement of investment policy and objectives.**

Objectives

- Safety of funds and investments
- Maintenance of sufficient liquidity
- Diversification to avoid unreasonable or unavoidable risk
- A competitive yield

Eligible Investment Securities

- Obligations of the U.S. Government and its Agencies and Instrumentalities
- Repurchase agreements involving obligations of the U.S. Government and its Agencies and Instrumentalities
- Commercial Paper
- Corporate Notes and Bonds
- Obligations of Banks
- Floating-Rate and Variable-Rate Obligations
- Municipal Obligations
- Money Market Mutual Funds
- Any investments authorized under Section 218.415(16) of Florida State Statutes

The written investment policy is contained in pages 20-24 of the Information Statement

**2. A description of interest calculations and how it is distributed, and how gains and losses are treated.**

Interest is accrued on a straight-line basis, \$100 over a ten day period equals \$10/day. Realized gains or losses on securities sold are added in, if any, and from that sum the Fund accrues various expenses as a deduction to get a net income for the day. At the end of the month the accrued dividends are distributed and then automatically reinvested into shares.

Income Determinations and Dividends

All net income of the Fund is determined on each Business Day. Net income is paid as of the close of business of each calendar month in the form of additional shares of beneficial interest which are credited to each Participant's account. Such net income is converted into full and fractional shares of beneficial interest at the rate of one share for each one dollar (\$1.00) paid. Although income is not automatically paid in cash, Participants/Investors may obtain cash by redeeming shares at their net asset value without charge. For the purpose of calculating dividends, net income shall consist of interest earned plus the relevant portion of any securities purchase discount ratably amortized to the maturity date plus or minus all realized gains and losses on the sale of securities prior to maturity, less ratable amortization of any premium, less all accrued expenses, including the fees payable to those who provide services to the Fund.

**3. A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.**

Net asset value per share is computed by the Investment Advisor as of the close of business on each Monday through Friday, except for days in which both the bond market and custodian are closed.

The Portfolios' audited financial statements and financial highlights are included in the FL PALM Annual Report for the year end. The Annual Report is available upon request and is completed annually.

**4. A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.**

Participants/Investors in the Fund must be Florida school districts, political subdivisions of the State, or instrumentalities of political subdivisions of the State, that have completed a Signatory Public Agency Addendum along with other necessary documentation before investing in the Fund if joining as a Participant and a certified copy of the entity's Investment Policy if joining as an Investor.

**5. A schedule for receiving statements and portfolio listings.**

Statements and portfolio holdings are available monthly and a full description of each portfolio's holdings are available in the annual audited financial reports.

Daily transaction confirmations are available only on EON. The Investment Adviser provides monthly statements showing the previous month's transactions, dividends paid and the account balance as of the statement date. The statements also indicate total year-to-date income earned. Monthly statements are also available through EON within two business days after month-end. Participants may elect to stop receiving statements by mail.

**Information on Portfolio Holdings**

FL PALM discloses a summary of its holdings online monthly and a full description of the Portfolio's holdings in the annual audited financial reports.

**6. Are reserves, retained earnings, etc. utilized by the pool/fund?**

No, there are no reserves. Regarding retained earnings utilized by the pool, there are not specifically retained earnings but accrued dividends that are distributed monthly.

All net income of the Portfolio is determined on each Business Day. Net income is paid as of the close of business of each calendar month in the form of additional shares of beneficial interest which are credited to each Participant's/Investor's account. Such net income is converted into full and fractional shares of beneficial interest at the rate of one share for each one dollar (\$1.00) paid. Although income is not automatically paid in cash, Participants/Investors may obtain cash by redeeming shares at their net asset value without charge.

For the purpose of calculating dividends, net income shall consist of interest earned plus the relevant portion of any securities purchase discount ratably amortized to the maturity date plus or minus all realized gains and losses on the sale of securities prior to maturity, less ratably amortization of any premium, less all accrued expenses, including the fees payable to those who provide services to the Fund.

7. A fee schedule, and when and how is it assessed.

### Management and Administrative Costs

The fees paid by the Fund to its Sponsors and service providers are as follows:

**Investment Adviser, Administrator, and Transfer Agent fees.** The annual fee for PFMAM services is calculated as a percentage of average daily net assets:

#### FL PALM Portfolio

Average Daily Net Assets	Fee
First \$500 million	0.14%
Next \$500 million	0.13%
Over \$1 billion	0.12%

*These fees are accrued daily and payable monthly. PFM Fund Distributors, Inc. is not separately compensated for the distribution services it provides to the FL PALM Portfolio.*

#### FL PALM Term Portfolio

Average Daily Net Assets	Fee
All assets	0.12%

*These fees are accrued daily and payable monthly.*

8. Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

Yes it is eligible and accepts bond proceeds.

9. Are there any liquidity gates?

The Trustees can suspend the right of withdrawal or postpone date of payments if it is determined that there is an emergency that makes the sale of a Portfolio's securities or determination of its NAV not reasonably practical.

10. Are there any redemption fees?

Notwithstanding #9 above, there are no fees charged by the Fund for withdrawals.

\*\* The Board of Trustees has determined, in consultation with the Investment Adviser, that it will manage the FL PALM Portfolio in accordance with GASB 79 requirements, as applicable, for continued use of amortized cost.

