

**Item 1 – Cover Page**

RiverFront Investment Group, LLC

1214 E. Cary Street

Richmond, VA 23219

804-549-4800

[www.riverfrontig.com](http://www.riverfrontig.com)

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Form ADV, Part 2; our “Disclosure Brochure” or “Brochure” as required by the Investment Advisers Act of 1940 is a very important document between Clients (“you”, “your”) and RiverFront Investment Group, LLC (“RiverFront”, “us”, “we”, “our”).

*This brochure provides information about the qualifications and business practices of RiverFront Investment Group, LLC. If you have any questions about the contents of this brochure, please contact us at 804-549-4800 and/or [info@riverfrontig.com](mailto:info@riverfrontig.com). The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission (SEC) or by any state securities authority.*

*Additional information about RiverFront is available at the SEC’s website [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov) (click on the link, select “Investment Adviser Firm” and type in our firm name). Results will provide you both Part 1 and 2 of our Form ADV.*

We are a registered investment adviser with the Securities and Exchange Commission. Our registration as an investment adviser does not imply any level of skill or training. The communications we provide to you, including this Brochure, contain information you can use to evaluate us (and other advisers), which should help you with your decision to hire us or to continue to maintain a mutually beneficial relationship.

## Item 2 – Material Changes

### 1. Material Changes:

The last annual update to the Form ADV Part 2A was filed on March 25, 2016, and the last interim amendment was filed on July 15, 2016. RiverFront has made the following material changes to the ADV Part 2A since the last annual filing.

- a. RiverFront designs asset allocation model portfolios (“RiverShares”) that invest only in actively managed exchange-traded funds (“ETFs”) that are sub-advised by RiverFront and pay the same annual sub-advisory fee to RiverFront (“RiverShares-Eligible ETFs”). Certain of the RiverShares-Eligible ETFs have recently been launched. We reflected the addition of RiverShares model portfolios and RiverShares-Eligible ETFs throughout the document, including in the Items listed below.
    - i. Item 4: Brief description of RiverShares and RiverShares-Eligible ETFs.
    - ii. Item 5: Discussion of fees and expenses related to RiverShares and RiverShares-Eligible ETFs.
    - iii. Item 8: Added further discussion of investment strategies and risks relevant to management of RiverShares portfolios and individual RiverShares-Eligible ETFs.
    - iv. Item 11: Reflects changes to RiverFront’s Code of Ethics related to RiverShares, as well as additional discussion of conflicts related to management of multiple investment products.
    - v. Item 12: Discusses relevant brokerage information for RiverShares. Includes discussion of trade order rotation.
  - b. On July 14, 2016, RiverFront, without admitting or denying any violation or wrongdoing, consented to the entry of an Order Instituting Administrative Cease-and-Desist Proceedings (“Order”) to resolve an inquiry by the Securities and Exchange Commission (“SEC”). The proceeding related to whether RiverFront, which had disclosed that it may trade away (or “step out” trades), had sufficiently updated certain prior disclosures in its historical Form ADVs with respect to the volume it was trading away from Sponsor Firms when executing trades in wrap fee accounts.
2. We may, at any time, update this Brochure and either send you a copy or offer to send you a copy (either by electronic means [email] or in hard copy).
  3. If you would like another copy of this Brochure, you can either download it from the SEC website as indicated above or contact our Chief Compliance Officer, Karrie Southall, at 804-549-4813 or [ksouthall@riverfrontig.com](mailto:ksouthall@riverfrontig.com).

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## Item 4 – Advisory Business

RiverFront Investment Group, LLC (“RiverFront” or “We”) is an SEC-registered investment adviser located in Richmond, Virginia. RiverFront was formed in December 2007 and registered with the SEC in February 2008. It is owned primarily by its employees through RiverFront Investment Holding Group, LLC, the holding company for RiverFront. Baird Financial Corporation (“BFC”) is a minority owner of RiverFront Investment Holding Group, LLC, and therefore an indirect owner of RiverFront. BFC is the parent company of Robert W. Baird & Co. Incorporated (“Baird”), a registered broker/dealer and investment adviser.

RiverFront has two main lines of business: (1) we offer Fixed Income, Balanced, and Equity asset allocation portfolios for a range of investment objectives and risk tolerances (each referred to as an “Investment Solution” or “Investment Strategy”) that can be bought through wrap fee programs at dually registered brokerage and investment advisory firms (“Sponsor Firms”); and (2) we serve as a sub-adviser to certain exchange-traded funds and mutual funds.

Under wrap fee programs, Sponsor Firms (and the financial advisors at those Sponsor Firms) assist clients with the selection of RiverFront (or they have the discretion to select RiverFront for clients) to manage the assets in accounts maintained at the Sponsor Firm, collect RiverFront’s investment advisory fee on behalf of the client (if any), monitor and evaluate RiverFront’s performance, and provide custodial and execution services for the client’s assets.

As pictured on the next page, RiverFront’s seven Investment Solutions can be accessed through **Advantage, ETF Advantage and RiverShares portfolios**. RiverFront provides these portfolios on a discretionary or non-discretionary basis through wrap fee programs to Separately Managed Accounts (“SMAs”), Unified Managed Accounts (“UMAs”), and Model Delivery Platforms (“MDPs”). Additionally, certain of the Investment Solutions are also offered through mutual funds (“Mutual Funds”) that are sub-advised by RiverFront and advised by ALPS Advisors, Inc. (“ALPS”). Investors who access the Investment Solutions through Mutual Funds do so by buying them directly, either via wrap fee accounts or a traditional brokerage account. Certain RiverFront employees, as registered representatives of ALPS Distributors, Inc., actively market the Mutual Funds.

(see next page for Investment Solutions overview)

|   |  |            | ADVANTAGE            | ETF ADVANTAGE | MUTUAL FUNDS  | RIVERSHARES               |
|---|--|------------|----------------------|---------------|---------------|---------------------------|
| STRATEGY / INVESTMENT OBJECTIVE / BENCHMARK |  | TIME       |                      |               |               |                           |
| FIXED INCOME SOLUTIONS                      | <b>DYNAMIC FIXED INCOME</b><br>Income primarily through investments in fixed income securities.<br> 100% Barclays Agg                       | 2-3 YEARS  | BONDS & ETFS         | ETF ONLY      |               |                           |
|   | <b>CONSERVATIVE INCOME BUILDER</b><br>Income and growth consistent with a conservative level of risk.<br> 70% Barclays Agg<br>30% S&P 500   | 3-5 YEARS  | BONDS, STOCKS & ETFS | ETF ONLY      | STOCKS & ETFS |                           |
| BALANCED SOLUTIONS                          | <b>MODERATE GROWTH &amp; INCOME</b><br>Growth of capital with an equal emphasis on growth of income.<br> 50% Barclays Agg<br>50% S&P 500    | 5-7 YEARS  | STOCKS & ETFS        | ETF ONLY      | STOCKS & ETFS | RIVERSHARES-ELIGIBLE ETFS |
|   | <b>DYNAMIC EQUITY INCOME</b><br>Income and growth primarily through investments in dividend paying stocks.<br> 30% Barclays Agg<br>70% ACWI | 7-10 YEARS | STOCKS & ETFS        | ETF ONLY      | STOCKS & ETFS | RIVERSHARES-ELIGIBLE ETFS |
|   | <b>GLOBAL ALLOCATION</b><br>High Long-Term Total Return.<br> 20% Barclays Agg<br>80% ACWI   | 7-10 YEARS | STOCKS & ETFS        | ETF ONLY      | STOCKS & ETFS | RIVERSHARES-ELIGIBLE ETFS |
| EQUITY SOLUTIONS                            | <b>GLOBAL GROWTH</b><br>Long-term growth of capital in global equity markets.<br> 100% ACWI   | 10+ YEARS  | STOCKS & ETFS        | ETF ONLY      | STOCKS & ETFS | RIVERSHARES-ELIGIBLE ETFS |
|   | <b>INTERNATIONAL OPPORTUNITIES</b><br>Long-term growth of capital in non-US equity markets.<br> 100% ACWX                                 | 10+ YEARS  | STOCKS & ETFS        |               |               | RIVERSHARES-ELIGIBLE ETFS |

**COMPOSITE BENCHMARKS** - It is not possible to invest directly in an index

Barclays US Aggregate Bond Index (Barclays Agg) is an unmanaged index that covers the investment grade fixed rate bond market with index components for government and corporate securities, mortgage pass-through securities, and asset-backed securities. The issues must be rated investment grade, be publicly traded, and meet certain maturity and issue size requirements.

Standard & Poor's 500 TR Index (S&P 500) measures the performance of 500 large cap stocks, which together represent about 75% of the total US equities market.

The MSCI All Country World (ACWI) is a free float-adjusted market capitalization weighted index that is designed to measure the equity market performance of developed and emerging markets. It consists of 46 country indices comprising 23 developed and 23 emerging market country indices.

The MSCI All Country World ex USA Index (ACWX) captures large and mid cap representation across 22 of 23 Developed Markets countries (excluding the US) and 23 Emerging Markets countries. The index covers approximately 85% of the global equity opportunity set outside the US.

**Advantage** portfolios are asset allocation portfolios that may be invested in stocks, bonds and third-party exchange-traded products (“ETPs”), which include ETFs and exchange-traded notes (“ETNs”).

Advantage portfolios can also hold a fixed income ETF that is sub-advised by RiverFront, but for which RiverFront waives its sub-advisory fee (“RIGS”), as described in more detail at the end of this section. As noted above, Advantage portfolios are offered through wrap fee programs to SMAs, UMAs, or MDPs, depending on the Sponsor Firm.

**ETF Advantage** portfolios differ from Advantage in that they invest predominantly in third-party ETPs, but can also hold RIGS, as described in more detail at the end of this section. Like Advantage, ETF Advantage portfolios are offered through wrap fee programs to SMAs, UMAs, or MDPs, depending on the Sponsor Firm.

**RiverShares** portfolios are comprised solely of actively managed ETFs that are sub-advised by RiverFront — namely, the “RiverShares-Eligible ETFs,” or “Eligible ETFs”. RiverShares-Eligible ETFs are each (1) sub-advised by RiverFront, and (2) pay a sub-advisory fee of 0.35% per annum to RiverFront. As further described in Item 5, RiverFront does not earn any account-level fee for its management of RiverShares portfolios. For more information on the fees and expenses associated with RiverShares portfolios and RiverShares-Eligible ETFs, please see Item 5 below. RiverShares portfolios are made available via a password-protected, Advisor-only portion of RiverFront’s website, and through wrap fee programs to SMAs, UMAs and MDPs, depending on the Sponsor Firm.

RiverFront’s Investment Solutions are not tailored to the individual needs of clients; however, each Financial Advisor at a Sponsor Firm can suggest which of RiverFront’s Investment Solutions may be most appropriate for that client. In addition, an individual client’s account may be able to be modified by the Sponsor Firm for certain client-imposed restrictions. For more information, please consult your Sponsor Firm.

In wrap fee programs, clients generally pay an asset-based fee to the Sponsor Firm, and out of that fee, the Sponsor Firm is responsible for paying an investment advisory fee to RiverFront. In some circumstances, clients will see those fees payable to RiverFront itemized, and in other cases, they will be bundled together with the fees charged by the Sponsor Firm. In contrast, clients invested in RiverShares portfolios do not directly or indirectly, through a Sponsor Firm, pay RiverFront such an investment advisory fee.

Clients participating in wrap fee programs also pay other fees, including certain brokerage charges, as further detailed in Sections 5 and 11 below, and other custodial or administrative charges. In particular, clients pay additional brokerage commissions when their transactions are stepped out, as described more fully in Item 5. For a more complete description of the fees involved with wrap programs, please see Item 5 of this Brochure and your Sponsor Firm’s Brochure.

## **DIFFERENT TYPES OF WRAP FEE PROGRAM ACCOUNTS**

Clients can access Advantage, ETF Advantage, and RiverShares portfolios through wrap fee program SMA, UMA, or MDP accounts at Sponsor Firms. Below is a brief description of each type of account and discussion of how they differ from each other with respect to RiverFront’s offerings.

### **SMAs**

A **separately managed account** (“**SMA**”) is an individually managed account offered by Sponsor Firms through one of their Financial Advisors and managed by an independent investment management firm (the “investment manager” or “manager”). These programs typically offer a wide array of investment managers from which the client can choose including: aggressive equity managers, balanced managers, fixed income managers, and others.

When a client (or a client’s Sponsor Firm with discretion) selects an investment manager for an SMA, the client will usually grant the investment manager full discretion (including trading discretion) over the account. With this authority, the manager directs trading activity in the account according to its investment process and securities selection discipline. Trading discretion requires the investment manager to seek best execution for trades executed in the SMA. Each SMA requires its own custodial account. As a result, a client who chooses to invest with multiple managers maintains multiple custodial accounts at the Sponsor Firm – one for each investment manager selected.

If selected to manage the assets in a client’s SMA maintained by a Sponsor Firm, RiverFront will provide investment management services on a discretionary basis to that client in accordance with one or more model portfolios selected by the client. For more information about RiverFront’s trading policies, please see Item 12 of this Brochure.

## **MDPs and UMAs**

**Model delivery platforms (“MDPs”)** are wrap program accounts for which RiverFront only provides a model to the Sponsor Firm. Under these arrangements, RiverFront generally provides non-discretionary investment advice in the form of the relevant investment models. RiverFront generally does not have discretion, trading or otherwise, over these accounts. These programs are often referred to as SMA Model Delivery Arrangements, Model Manager Sub-Advisory Arrangements, or Model Delivery Platforms. RiverFront does not operationally distinguish between MDP accounts and UMA (as defined below).

**Unified managed accounts (“UMAs”)** are similar to MDPs, but there are important differences that investors should take the time to understand. A UMA combines all of a client’s assets into a single account. While an MDP account holds the securities associated with a single investment manager in a unique custodial account at the Sponsor Firm, a UMA typically holds multiple investment strategies in the same custodial account, as well as other investment products such as mutual funds, individual stocks, or bonds.

In a UMA or MDP account, the investment manager delivers an investment model to the Sponsor Firm and often does not have trading discretion over the account. RiverFront is considered to have discretion over Morgan Stanley Select UMAs, although RiverFront does not place trades for these accounts. Clients should speak to their Financial Advisor about the similarities and differences associated with SMAs, UMAs, and MDP accounts so they fully understand their specific account structure.

## **Performance Differences between RiverFront SMA, UMA, and MDP Accounts**

While RiverFront SMA, UMA, and MDP accounts utilizing the same Investment Solutions may perform similarly, there are expected to be performance differences between them. There will be performance dispersion between UMAs and MDP accounts as compared to SMAs because RiverFront does not have trading discretion over the UMAs and MDP accounts. (For more information on RiverFront’s trading policies and procedures, please see Item 12 of this Brochure.) Also, Advantage SMAs have the ability to use individual fixed income securities and/or ETPs to achieve fixed income exposure, whereas Advantage UMAs and MDP accounts use *only* ETPs for fixed income exposure. These variances will cause the accounts to achieve different performance. Additionally, Advantage, ETF Advantage, and RiverShares portfolios will contain different investments based on the usage of third party managers’ funds in the Advantage and ETF Advantage portfolios and other restrictions.

## **RIVERFRONT SUB-ADVISED ETFs**

Throughout this document, the term “RiverFront Sub-Advised ETFs” refers to all ETFs sub-advised by RiverFront, including both RIGS and RiverShares-Eligible ETFs.

### **RiverShares-Eligible ETFs**

RiverShares-Eligible ETFs are actively managed ETFs that are sub-advised by RiverFront and advised by either ALPS or First Trust Advisors, L.P. (“First Trust” and, with ALPS, collectively the “Advisors”). Certain employees, as registered representatives as ALPS Distributors, Inc., actively market the Eligible ETFs. These ETFs can be purchased individually or as part of RiverShares Investment Solutions. Each RiverShares-Eligible ETF pays the same annual sub-advisory fee of 0.35% to RiverFront. For more information on the investment objectives, principle risks, and fees associated with the RiverShares-Eligible ETFs, please see each RiverShares-Eligible ETF’s prospectus and statement of additional information (“SAI”), which are available on the Advisors’ websites at [alpsfunds.com](http://alpsfunds.com) and [ftportfolios.com](http://ftportfolios.com).

### **RiverFront Strategic Income Fund (“RIGS”)**

The RiverFront Strategic Income ETF (ticker: RIGS) is an actively managed ETF that is sub-advised by RiverFront and advised by ALPS. Because RIGS may be held in Advantage, ETF Advantage, and Mutual Fund portfolios, RiverFront waives its sub-advisory fee with respect to the investment sub-

advisory services it provides to RIGS. While RIGS is available for purchase outside of RiverFront investment accounts, it is designed as a tool to be used within our client accounts to more effectively implement our fixed income strategies. For more information on the investment objective, principle risks, and fees associated with RIGS, please see its prospectus and SAI, which are available on the ALPS websites at [alpsfunds.com](http://alpsfunds.com).

## **ASSETS UNDER MANAGEMENT**

As of March 31, 2016, RiverFront's discretionary assets under management were \$4,005,023,811 in 9,680 accounts. Non-discretionary assets under management were \$1,523,592,609 in 4,704 accounts. The total assets under management were \$5,528,616,420 in 14,384 accounts. RiverFront's discretionary assets include all assets it manages through SMAs, Mutual Funds, and RiverFront Sub-Advised ETFs, as well as through Morgan Stanley UMAs. Non-discretionary assets include all other assets managed through UMAs and MDP accounts.

## **Item 5 – Fees and Compensation**

### **Advantage and ETF Advantage SMA Wrap Fee Programs**

In Advantage and ETF Advantage SMAs, clients generally pay an asset-based fee to the Sponsor Firm, and out of that fee, the Sponsor Firm is responsible for paying an investment advisory fee to RiverFront as the manager of the SMA. RiverFront's advisory fees are generally charged quarterly in advance based on the market value of a client's assets under management at the end of the prior calendar quarter. These fees are typically deducted directly from a client's account. In some cases, negotiation of fees may result in different fees being charged for similar services and may be less than the stated fee schedule. In the event that a client terminates the advisory relationship, RiverFront's investment advisory fee is prorated through the effective date of termination, and any remaining balance is refunded to the client. RiverFront will not be compensated on the basis of a share of capital gains or capital appreciation of client accounts. For information on your specific billing schedule, please contact your Financial Advisor.

### **Advantage and ETF Advantage SMA Wrap Fee Programs – Contractual Arrangements**

Clients who select RiverFront to manage their SMA assets within Advantage or ETF Advantage wrap fee programs will typically do so under either a "single contract" or "dual contract" arrangement.

Under a single contract arrangement, the client pays an asset-based fee to the Sponsor Firm and, out of that fee, the Sponsor Firm is responsible for paying an investment advisory fee (as described above) to RiverFront. In these programs, the Sponsor Firm and RiverFront enter into a sub-advisory or other agreement under which RiverFront agrees to manage the assets. As part of that agreement, RiverFront and the Sponsor Firm agree on the investment advisory fees to be charged by RiverFront on the assets. RiverFront's advisory fees are negotiable and will vary from program to program, but typically do not exceed 0.50% per year on assets under management. There are other non-asset based fees that will be charged to the client as discussed below and in Item 12 of this Brochure.

Under a dual contract arrangement, the client has one contract with the Sponsor Firm and another contract with RiverFront. As such, the client pays RiverFront an investment advisory fee in addition to the asset-based fee they pay to the Sponsor Firm for investment advice, custody, execution and reporting. RiverFront's advisory fee is negotiable, but typically does not exceed 0.50% per year on assets under management. Other fees will also apply and are discussed in more detail below and in Item 12 of this Brochure.

Specific information on the investment advisory fees payable to RiverFront under a wrap fee program will be provided by the applicable Sponsor Firm. For information on the asset-based fees charged by the Sponsor Firm, clients should consult with the Sponsor Firm or refer to the Sponsor Firm's Wrap Fee Program Brochure (also known as ADV Part 2A Appendix 1).



## **Advantage and ETF Advantage UMA/MDP Wrap Fee Programs**

RiverFront has agreements with certain Sponsor Firms to provide model portfolios to UMA and MDP clients for a negotiated fee. Under these arrangements RiverFront will not have any direct agreement with the client. RiverFront's advisory fees are negotiable and will vary from program to program, but typically do not exceed 0.40% per year on the value of the client assets in the wrap fee program. RiverFront's fees are generally charged quarterly in advance based on the market value of a client's assets under management at the end of the prior calendar quarter. These fees are typically deducted directly from a client's account per their agreement with the Sponsor Firm. For information on the specific billing schedule that would be applicable to an account, please contact your Financial Advisor.

## **RiverShares Portfolio Solutions and RiverShares-Eligible ETFs**

RiverShares portfolio solutions are asset allocation portfolios that are comprised solely of RiverShares Eligible ETFs, each of which pays the same annual sub-advisory fee to RiverFront. RiverFront does not earn an account fee, including from a Sponsor Firm, with respect to SMAs, UMAs or MDPs that employ a RiverShares Investment Solution in order to seek to ensure that a client does not pay more than once for the investment advice provided by RiverFront. Clients who access RiverShares portfolios through a Sponsor Firm however will typically pay fees to the Sponsor Firm. Clients should speak to their Financial Advisor for more information on such fees, as they may vary among Sponsor Firms.

Each RiverShares-Eligible ETF used within the RiverShares models will pay RiverFront an annual sub-advisory fee of 0.35%, as described in the next section. This fee structure has been implemented so that RiverFront is not incentivized to choose one of RiverShares-Eligible ETF over another for inclusion in RiverShares portfolios.

Please note that in the case of tax loss harvesting for RiverShares SMA clients, RiverFront will use third-party ETFs as tax loss position placeholders for the Eligible ETFs. The third-party ETFs used for this purpose may cause clients to incur additional fees, expenses, and risks. This and all other tax loss harvesting is a client-directed activity and performed only per the request of individual clients or their financial advisors. Clients should speak with their financial advisors and/or tax professionals for more information.

RiverShares-Eligible ETFs are also available for purchase outside the RiverShares program. Because RiverFront does not earn a fee on the management of the RiverShares model itself, RiverFront earns the same fee whether a client accesses a RiverShares- Eligible ETF through a RiverShares model or an individual account. As is customary with all ETFs, the RiverShares-Eligible ETFs will carry other expenses as detailed in their prospectuses, including an advisory fee paid to the relevant ETF's Advisor. Investors should carefully read the Eligible ETFs' prospectuses for further information on them, their fees, and their risks.

## **Investment Advisory Services to Registered Investment Companies (Mutual Funds and ETFs)**

RiverFront acts as sub-adviser to registered investment companies (including Mutual Funds and ETFs, each individually, a "Fund") that are advised by either ALPS or First Trust. For its sub-advisory services to these Funds, RiverFront receives an annual sub-advisory fee based on the average daily value of the assets under management in the Fund(s). In the event the Fund terminates the sub-advisory relationship, RiverFront's sub-advisory fee is prorated through the effective date of termination and any remaining balance is refunded to the Fund. RiverFront's annual sub-advisory fee for these Funds ranges from 0.30% to 0.60% for these services depending on the Fund. Please see each Fund's prospectus for applicable fees.

Please note, however, as RiverFront has waived its sub-advisory fee for RIGS, RiverFront will not receive a fee for its investment advisory services provided to RIGS as long as Advantage, ETF Advantage, and Mutual Funds invest in the ETF. However, as is customary with ETFs, RIGS will carry other expenses as detailed in its prospectus, including an advisory fee paid to the Fund's advisor, ALPS. Investors should carefully read the prospectus for further information on RIGS, its fees, and other risks.

## **Additional Fees and Expenses**

As described above, RiverFront receives different fees for different services. RiverFront's management fees are separate and distinct from fees and expenses charged by registered investment companies (i.e., mutual funds, closed-end funds, and ETPs), which are held in client accounts or recommended by RiverFront to clients. A description of these fees and expenses is available in each fund's prospectus.

Additionally, the fees charged by RiverFront are exclusive of all fees paid to Sponsor Firms, custodians, brokers and other third parties. For a more detailed description of RiverFront's brokerage practices, please see Item 12. These fees or expenses are what a client pays directly to third parties, whether a security is being purchased, sold, or held in a client's account(s) through a RiverFront Investment Solution. They are paid to broker-dealers, custodians, or the mutual fund or other investment a client holds. The fees can include but are not limited to the following:

- Brokerage commissions, mark ups and mark downs (including step-out costs, which are discussed in detail in Item 12)
- Transaction fees
- Exchange fees
- SEC fees
- Advisory fees and administrative fees charged by mutual funds and/or ETPs
- Custodial Fees
- Deferred sales charges (on mutual funds or annuities)
- Odd-Lot differentials
- Transfer taxes
- Wire transfer and electronic fund processing fees
- ETF creation/redemption fees.

Neither RiverFront nor any of its supervised persons accept compensation for the sale of securities or other investment products, including asset-based sales charges or service fees from the sale of mutual funds. Certain RiverFront employees receive compensation based in part on gross sales of RiverFront's investment programs and Funds. This basis point incentive compensation received varies by the investment program/Fund. This practice presents a conflict of interest because it gives RiverFront or our employees an incentive to recommend investment programs and/or Funds based on the compensation received, in addition to a client's needs.

Clients should review all fees charged by RiverFront, Sponsor Firms, custodians, brokers, and others to fully understand the total amount of fees incurred.

## **Item 6 – Performance-Based Fees and Side-By-Side Management**

RiverFront does not currently accept performance-based fees – that is, fees based on a share of capital gains on or capital appreciation of the assets of a client.

## **Item 7 – Types of Clients**

RiverFront provides investment advice to a wide range of clients including, but not limited to, individuals, trusts, estates, pension and profit sharing plans, charitable organizations, and corporations. RiverFront also serves as sub-adviser to investment companies. The minimum account size depends on the services offered and may be waived at RiverFront's discretion. Advantage SMA minimums are generally \$200,000; ETF Advantage SMAs generally require a \$100,000 minimum. RiverFront does not have the ability to impose minimums on UMA or MDP accounts. For investment minimums, please see the relevant Fund's prospectus.

## Item 8 – Methods of Analysis, Investment Strategies and Risk of Loss

We believe that a successful investment process combines two market forces: value and momentum. We seek to identify strategic relative value as asset classes deviate from established trends, and structure long-term allocation strategies to capitalize on these relative value assessments. We modify the long-term strategy with tactical tilts designed to accommodate cyclical factors and current trends. The goal of this tactical process is to mute the tendency of a pure value discipline to buy undervalued assets too quickly or sell overvalued assets too soon. We reserve our largest allocations for those sectors that RiverFront believes represent long-term value and for which RiverFront believes that market momentum has started to turn positive. In other words, our Investment Solutions seek to combine value with momentum, making our largest bets when our evaluations of value and momentum are aligned.

### INVESTMENT SOLUTIONS

RiverFront offers seven different Investment Solutions, which are designed to address investor needs for diversified portfolio solutions with defined risk objectives. The seven Investment Solutions are: **Dynamic Fixed Income, Conservative Income Builder, Moderate Growth & Income, Dynamic Equity Income, Global Allocation, Global Growth, and International Opportunities**. Please refer to the chart in Item 4 for information about how to access the various Investment Solutions.

Our Investment Solutions are based on a multi-layered investment process which includes:

- Strategic Asset Allocation (“SAA”)
- Tactical Adjustments
- Portfolio Construction
- Risk Management

The SAA process starts with RiverFront’s proprietary Price Matters® framework for setting capital markets assumptions. The inputs for Price Matters® reflect RiverFront’s qualitative judgments about market conditions, and the outputs provide return estimates that fall as prices rise and increase as prices fall, consistent with historical market behavior. Downside risks as calculated by Price Matters® are similarly a function of price, as overvalued markets have historically suffered the largest declines. At least monthly, RiverFront updates its Price Matters® estimates of expected return and downside risks for a wide array of global asset classes. Then, at least annually, RiverFront incorporates the asset class return estimates generated from the Price Matters® process into its Mean Reversion Optimization (“MRO”) process, which quantitatively simulates potential outcomes of combining each asset class based on probability and historical experience. The final SAA guidelines determine asset allocation options for each Investment Solution depending on its stated risk tolerance and time horizon, based on the array of potential outcomes generated from the MRO process. The results from the SAA process serve as asset allocation guidelines for the following strategies: **Conservative Income Builder, Moderate Growth & Income, Dynamic Equity Income, Global Allocation, and Global Growth**. While **Dynamic Fixed Income** and **International Opportunities** are also based on the same Price Matters® and MRO disciplines, their specific asset allocation guidelines are generated via a different process than the SAA in order to better model their more specialized focuses on fixed income or international securities.

Throughout the year, asset allocations within the portfolios will vary from the SAA guidelines when RiverFront’s Asset Allocation Team determines that a modified asset allocation offers better potential returns. These tactical adjustments, or asset allocation “tilts,” will generally be limited to a maximum of 20% variance from each of the SAA targets. For example, Moderate Growth & Income may have a SAA target for fixed income of 50%. As a result, in most instances, this portfolio model’s allocation to fixed income will range between 30% and 70%, but may vary outside of this range at RiverFront’s discretion.

Members of the portfolio management team construct portfolios by selecting securities that provide desired exposure based on their asset allocation mandates. The final layer of the process is risk management, which seeks to proactively and reactively ensure that risk within each portfolio aligns with its stated risk tolerance and current investment strategy.

Each Investment Solution is not necessarily offered as an Advantage, ETF Advantage, RiverShares portfolio, or Mutual Fund; for example, Dynamic Fixed Income is not currently offered as a RiverShares portfolio or as a Mutual Fund (please refer to the Investment Solutions Overview on page 5).

A brief description of each Investment Solution is provided below. For additional information on each Investment Solution and the asset classes around which the Investment Solutions are built, please visit the RiverFront website at [riverfrontig.com](http://riverfrontig.com). Note that some Sponsor Firms alter or use their own naming conventions for the strategies listed above.

### **Fixed Income Solutions**

**Dynamic Fixed Income** is currently the only strategy offered as a Fixed Income Solution. It seeks to provide current income through investments in fixed income securities. While this portfolio typically invests in all fixed income securities, it also has the ability to invest to up to 15% in equities such as real estate investment trusts (“REITs”).

### **Balanced Solutions**

**Conservative Income Builder** seeks to provide income and growth consistent with capital preservation. The strategy targets an allocation of 30% equities and 70% fixed income and a 3-5 year investment time horizon. Tactical strategies typically seek to add value by shifting 5% to 10% of the portfolio among asset classes based on the shorter term momentum in their economic fundamentals and technical price movements. In this portfolio, tactical strategies more aggressively seek to protect against shorter term market fluctuations than our portfolios with higher allocations to equities, even at the risk of reducing long-term appreciation potential.

**Moderate Growth & Income** seeks to provide growth of capital with an equal emphasis on growth of income. The strategy targets an allocation of 50% equities and 50% fixed income and a 5-7 year investment time horizon. Tactical strategies typically seek to add value by shifting 5% to 10% of the portfolio among asset classes. Given the investment objective, this strategy may sometimes need to emphasize short-term asset protection even at the risk of reducing long-term appreciation potential.

**Dynamic Equity Income** seeks to provide growth of capital with income. The strategy targets an allocation of 70% equities and 30% fixed income and a 7-10 year investment time horizon. The portfolio looks across multiple asset classes, including developed international, emerging market, and income-oriented equities. Equities will typically be supplemented by a lower allocation to fixed income, offering attractive income and the potential to diversify some of the portfolio’s equity investment risks.

*Diversification does not ensure a profit or protect against a loss.*

**Global Allocation** seeks to provide high total return. The strategy targets an allocation of 80% equities and 20% fixed income and a 7-10 year investment time horizon. This strategy is typically concentrated in equity investments, including, but not limited to, US, developed international, emerging markets, and income-oriented equities, and commodities. Equity investments will typically be supplemented by a modest allocation to fixed income investments, offering reasonable returns and the potential to diversify some of the portfolio’s equity investment risks. *Diversification does not ensure a profit or protect against a loss.*

### **Equity Solutions**

**Global Growth** seeks aggressive growth of capital investment by concentrating in equity investments, including, but not limited to, US, developed international, emerging markets, and income-oriented equities, and commodities. The strategy targets an allocation of 100% equities and a 10+ year investment time horizon. Global Growth seeks to tactically add value by shifting 5% to 10% of the portfolio among asset classes based on the shorter term momentum in their economic fundamentals and technical price movements.

**International Opportunities** is designed to serve as the broad international equity component within a client's asset allocation mix. The portfolio will generally invest in ETFs that represent a diversified portfolio of securities across the globe, but it also has the ability to invest in individual stocks. In an

attempt to outperform its benchmark, the portfolio managers will employ a combination of both qualitative and quantitative analysis, and the general strategies employed typically include, but are not limited to, country, currency hedging, region, sector and/or thematic rotation.

In addition to the above strategies, some RiverFront clients may be invested in the Conservative Growth Strategy. This strategy was closed to new investors as of April 30, 2013. Clients invested in the **Conservative Growth** Strategy will continue to have their portfolios managed and are allowed to add new assets to their accounts; however, the composition of the portfolio, while still within the initial investment strategy parameters, has evolved to be identical to that of the Moderate Growth & Income Strategy.

## **ADVANTAGE, ETF ADVANTAGE & MUTUAL FUNDS**

With respect to Advantage, ETF Advantage, and Mutual Funds, portfolio quality and concentration requirements are established to provide an overall discipline and structure to the portfolio. Strategies ordinarily include long and short-term purchases of equity and/or fixed income securities, and ETPs. Please note, however, that, although Mutual Funds are technically able to hold individual fixed income securities, our portfolio management team has, in the past, sought fixed income exposure for the Mutual Funds through ETPs only. ETPs are used to manage sector, asset class, and country/region allocations of the portfolios. Diversification and liquidity are paramount risks in the management of fixed income allocations, and RiverFront seeks to achieve suitable diversification and liquidity levels through investments in ETPs and potentially investments in closed-end funds (“CEFs”). Similarly, the specialized knowledge and transaction costs associated with international equity investing make ETPs and potentially CEFs desirable strategies for this sector of the portfolio. For the fixed income and international equity asset classes, investments in ETPs and CEFs can form a core portfolio strategy. Domestic equity investments will be “all-cap” in nature and can take a variety of forms, including individual equity securities, ETPs, and CEFs. Because RiverFront’s investment strategies rely in part on the use of ETPs, and ETFs in particular, investors should consider the risks inherent to ETPs, including ETFs, before investing in Advantage, ETF Advantage, or Mutual Funds. For information on the material risks associated with ETPs, see “Risks Related to ETPs” below.

Due to the investment strategies and methodologies of RiverFront, Advantage, ETF Advantage, and Mutual Funds will likely experience high portfolio turnover. Portfolio turnover is defined as a change in the securities held by an account. Higher portfolio turnover is a result of frequent trading and involves correspondingly greater expenses to a client account, including brokerage commissions or dealer mark-ups and other transaction costs on the sale of securities and reinvestments in other securities. Such turnover may also represent tax risk. The trading costs and tax risk associated with portfolio turnover may adversely affect performance.

Additionally, certain strategies may purchase commodities and emerging market debt or equity. Investors in commodity ETPs are likely to be subject to K-1 filings. The income and certain expenses of commodity ETPs are passed through to the owners, who report and pay tax on the income. The K-1 is the form used to report each owner’s share of income and certain expense items.

## **RIVERSHARES PORTFOLIO SOLUTIONS (“RiverShares”)**

RiverShares are asset allocation portfolios comprised solely of RiverShares-Eligible ETFs, as defined above. The models are built based on a quantitative methodology, the inputs for which reflect RiverFront’s qualitative judgments about market conditions. As with the Advantage and ETF Advantage portfolio solutions, RiverShares portfolio solutions are available through SMA, UMA and MDP wrap programs at participating Sponsor Firms. The models are also available on the password-protected Advisor-only portion of the RiverFront website. RiverShares portfolios are available for five different Investment Solutions: **Moderate Growth & Income, Dynamic Equity Income, Global Allocation, Global Growth, and International Opportunities.**

Using Price Matters<sup>®</sup> assumptions on the asset classes available within the RiverShares-Eligible ETFs, as well as the quantitative MRO results, the Asset Allocation team calculates the SAA guidelines and then varies the allocation across the investment options to generate the RiverShares portfolios for five different Investment Solutions. If the Asset Allocation team wants to add asset classes to the MRO process beyond those available in the RiverShares-Eligible ETFs, then new RiverShares-Eligible ETFs must be launched with the appropriate mandates, benchmarks and prospectus disclosure. The Asset Allocation team may reduce or eliminate an allocation to an Eligible ETF consistent with its outlook for that asset class.

While certain RiverShares, Advantage and ETF Advantage portfolios will have similar strategies and investment objectives, it is important to understand that there will be key differences between RiverShares, Advantage and ETF Advantage portfolios. First, each program will invest in different securities and will, therefore, perform differently. For example, the Asset Allocation Team may determine that an investment in a particular security is suitable for Advantage but not for the RiverShares models. Because RiverShares models can only invest in Eligible ETFs, if RiverFront wants to implement a new investment strategy within RiverShares, RiverFront may need to develop another RiverShares-Eligible ETF in order to do so. This will cause performance differences between one Investment Solution provided as a RiverShares portfolio and the same Investment Solution provided as an Advantage or ETF Advantage portfolio. Further, RiverShares and Advantage Solutions will have different costs/fees associated with them (see Item 5 of this Brochure). Also, RiverShares portfolios will target a 2% cash allocation and will enact defensive tactical strategies by shifting portfolio assets into bond ETFs, whereas Advantage and ETF Advantage portfolios may enact defensive tactical strategies by shifting portfolio assets into cash. In periods of market decline, RiverShares portfolios may perform worse than Advantage or ETF Advantage portfolios that can have a higher allocation to cash/cash equivalents should the selected Eligible ETF underperform an equivalent cash allocation.

RiverShares will use a fixed income ETF sub-advised by RiverFront, ALPS RiverFront Unconstrained Income Fund (ticker: RFUN), which has a similar investment objective to RIGS but is managed differently and has a different fee structure (described in Item 5 of this Brochure). Even though RIGS has a lower expense ratio and a similar investment objective, RiverFront will not use RIGS within RiverShares portfolios, as RiverShares portfolios will invest only in Eligible ETFs, which pay the same advisory to RiverFront, to address the potential conflict of interest that RiverFront might otherwise face in allocating RiverShares assets among investment options.

## **RISK DISCLOSURES**

### **Risk of Loss**

All investments in securities include a risk of loss of principal (invested amount) and any profits that have not been realized (i.e., the securities were not sold to “lock in” the profit). Stock markets and bond markets fluctuate substantially over time, and markets have experienced increased volatility in recent years. As recent global and domestic economic events have indicated, performance of any investment is not guaranteed. As a result, there is a risk of loss of the assets we manage. RiverFront cannot guarantee any level of performance or that account assets will not be lost.

RiverFront does not represent, warrant, or imply that the services or methods of analysis used can or will predict future results, successfully identify market tops or bottoms, or insulate clients from major losses due to market corrections or crashes. No guarantees are offered that clients’ goals or objectives will be achieved. Further, no promises or assumptions can be made that the advisory services offered by RiverFront will provide a better return than other investment strategies.

Varied fluctuations in the price of investments are a normal characteristic of securities markets due to a variety of influences. RiverFront’s managed account programs should be considered a long-term investment; as long-term performance and performance consistency are among our key objectives.

## **Domestic Equity Risks**

Under strategies utilizing equity securities, the portfolios are subject to the risk that stock prices may fall over short or extended periods of time. Individual companies may report poor results or be negatively affected by industry and/or economic trends and developments. The prices of securities issued by such companies may suffer a decline in response. These factors contribute to price volatility, which is the principal risk of investing in equity securities.

## **International Equity Risks**

Investing in foreign companies poses additional risks since political and economic events unique to a country or region may affect those markets and their issuers. In addition to such general international risks, the portfolio may also be exposed to currency fluctuation risks and emerging markets risks as described further below.

Changes in the value of foreign currencies compared to the US dollar may affect (positively or negatively) the value of the portfolio's investments. Such currency movements may occur separately from, and/or in response to, events that do not otherwise affect the value of the security in the issuer's home country. Also, the value of the portfolio may be influenced by currency exchange control regulations. The currencies of emerging market countries may experience significant declines against the US dollar, and devaluation may occur subsequent to investments in these currencies by the portfolio.

Finally, foreign investments, especially investments in emerging markets, can be riskier and more volatile than investments in the US and are considered speculative and subject to heightened risks in addition to the general risks of investing in non-US securities.

Also, inflation and rapid fluctuations in inflation rates have had, and may continue to have, negative effects on the economies and securities markets of certain emerging market countries.

## **Dynamic Hedging Risk**

All RiverFront portfolios that invest in non-US securities employ a dynamic currency hedging strategy. Because of this, these portfolios may have lower returns than an equivalent non-currency hedged investment when the component currencies are rising relative to the US dollar. As such, contracts to sell foreign currency will generally be expected to limit any potential gain that might be realized by the portfolio if the value of the hedged currency increases. In addition, although the portfolios seek to minimize the impact of currency fluctuations on returns, the use of currency hedging will not necessarily eliminate exposure to all currency fluctuations. Hedging against a decline in the value of a currency does not eliminate fluctuations in the value of a portfolio security traded in that currency or prevent a loss if the value of the security declines. Moreover, it may not be possible for the portfolios to hedge against a devaluation that is so generally anticipated that RiverFront is not able to contract to sell the currency at a price above the devaluation level it anticipates.

## **Fixed Income Risks**

Under strategies utilizing debt securities, changes in interest rates could affect the value of a client's investment. Rising interest rates tend to cause the prices of debt securities (especially those with longer maturities) to fall. Rising interest rates may also cause issuers to pay off mortgage-backed and asset-backed securities later than anticipated, forcing the portfolio to keep its money invested at lower rates. Falling interest rates, however, generally cause investors to pay off mortgage-backed and asset-backed securities earlier than expected, forcing the portfolio to reinvest the money at a lower interest rate.

The concept of duration is useful in assessing the sensitivity of a fixed income portfolio to interest rate movements, which are the main source of risk for most fixed income securities. Duration measures price volatility by estimating the change in price of a debt security for a 1% change in its yield. For example, a duration of five years means the price of a debt security will change about 5% for every 1% change in its yield. Thus, the higher the duration, the more volatile the security.

Debt securities have a stated maturity date when the issuer must repay the principal amount of the bond. Some debt securities, known as callable bonds, may repay the principal earlier than the stated maturity date. Debt securities are most likely to be called when interest rates are falling because the issuer can refinance at a lower rate.

The credit rating or financial condition of an issuer may affect the value of a debt security. Generally, the lower the quality rating of a security, the greater the risk that the issuer will fail to pay interest fully and return principal in a timely manner. The issuer of an investment-grade security is more likely to pay interest and repay principal than an issuer of a lower rated bond. Credit ratings are not an absolute standard of quality, but rather general indicators that reflect only the view of the originating rating agencies from which an explanation of the significance of such ratings may be obtained. If an issuer defaults or becomes unable to honor its financial obligations, the security may lose some or all of its value.

High yield or “junk” bonds are highly speculative securities that are usually issued by smaller, less credit worthy and/or highly leveraged (indebted) companies. Compared with investment-grade bonds, high yield bonds carry a greater degree of risk and are less likely to make payments of interest and principal. Market developments and the financial and business conditions of the corporation issuing these securities influences their price and liquidity more than changes in interest rates, when compared to investment-grade debt securities. Insufficient liquidity in the junk bond market may make it more difficult to dispose of junk bonds and may cause the portfolio to experience sudden and substantial price declines.

### **Risk Related to Liquidity**

Liquidity risk exists when particular investments are difficult to purchase or sell. Such securities may become illiquid under adverse market or economic conditions and/or due to specific adverse changes in the condition of a particular issuer. If the portfolio invests in illiquid securities or securities that become illiquid, portfolio returns may be reduced because the Fund may be unable to sell the illiquid securities at an advantageous time or price.

### **Risks Related to ETPs**

The majority of RiverFront’s Investment Solutions’ investment holdings are ETPs (which include ETFs and ETNs), which will be subject to substantially the same risks as those associated with the direct ownership of the underlying securities owned by the ETP. An ETP is a type of investment vehicle that attempts to achieve a return similar to a set benchmark or index or, in some cases, is actively managed similar to a mutual fund. Additionally, the value of the investment will fluctuate in response to the performance of the underlying index or securities. ETPs can be bought and sold throughout the day like stocks, and their prices can fluctuate throughout the day. During times of extreme market volatility, ETP pricing may lag versus the actual underlying asset values. This lag usually resolves itself in a short period of time (usually less than one day); however, there is no guarantee this relationship will always exist. While ETPs generally provide diversification, risks can be significantly increased for funds concentrated in a particular sector of the market, or that primarily invest in small cap or speculative companies, use leverage (i.e., borrow money) to a significant degree, or concentrate in a particular type of security (i.e., equities) rather than balancing the fund with different types of securities. ETPs incur investment advisory and other fees that are separate from those fees charged by RiverFront (see disclosure in Item 5 titled “Other Fees”). Accordingly, RiverFront’s investments in ETPs will result in the layering of expenses. As a result, the cost of the investment strategy will be higher than the cost of investing directly in ETPs.

### **Risk of Conflict Related to Third-Party ETFs**

RiverFront may select for use in its model portfolios certain ETPs that are advised by ALPS or First Trust but not sub-advised by RiverFront. This creates a potential conflict of interest in that RiverFront also serves as sub-adviser to other ETFs advised by either First Trust or ALPS and, as a result of this relationship, may have an incentive to use First Trust or ALPS ETPs. RiverFront has implemented a process to require additional review of any investment recommendations of ETPs advised/sponsored by ALPS or First Trust that are not sub-advised by RiverFront.



### **Risks Related to “Start-Up” or Early Stage Funds**

RiverFront Sub-Advised ETFs could be considered “start-up” or early stage funds with low assets under management. RiverFront might have its own seed capital invested in certain of its Sub-Advised ETFs and/or could have discretionary control of a significant amount of RiverFront client assets invested in its Sub-Advised ETFs. Withdrawing seed capital or RiverFront client assets from the Sub-Advised ETFs could disadvantage the Funds and, as a result, other investors in the Funds, including other RiverFront clients.

### **Risks Related to Management of Multiple Investment Products**

We specialize in managing asset allocation portfolios, which invest in various investment vehicles, including ETPs (some of which are advised by us), to obtain targeted amounts of exposure to different asset classes, such as equities, bonds, commodities, etc. Certain Funds were developed to serve as, and will serve as, investment vehicles for the asset allocation portfolios managed by RiverFront. As the manager of such Funds and the portfolios, RiverFront will owe a fiduciary duty to the Fund and the portfolios and is likely to encounter conflicts of interest from time to time. For example, under certain market conditions (as identified by RiverFront’s quantitative and qualitative investment processes), RiverFront may need to reduce its asset allocation portfolios’ exposure to an asset class to which the portfolios obtain exposure by investing in a Fund. Under such circumstances, pursuant to its fiduciary duties as an investment adviser, RiverFront would be required to liquidate some or all of the portfolios’ investments in the Fund. This could adversely affect the trading volume and/or the market price of Fund shares, particularly if RiverFront needs to significantly reduce the asset allocation portfolios’ exposure to the asset class. RiverFront has adopted policies and procedures that are designed to mitigate this and other foreseeable conflicts of interest. In this regard, among other things, RiverFront has assigned primary responsibility for the management of the Funds and management of the asset allocation portfolios to different teams of professionals, each of which report to the Chief Investment Officer. However, there can be no assurance that the policies and procedures adopted by RiverFront will successfully address every conflict that arises.

Please see the section entitled “Management of Multiple Investment Products” at the end of Item 11.

### **Risks Related to Company Size**

RiverFront strategies may invest in small-capitalization and mid-capitalization stocks, which are often more volatile and less liquid than investments in larger companies. The frequency and volume of trading in securities of smaller and mid-size companies may be substantially less than is typical of larger companies. Therefore, the securities of smaller and mid-size companies may be subject to greater and more abrupt price fluctuations. In addition, smaller and mid-size companies may lack the management experience, financial resources and product diversification of larger companies, making them more susceptible to market pressures and business failure.

### **Risks Related to REITs**

RiverFront strategies may invest in REITs. REITs’ share prices may decline because of adverse developments affecting the real estate industry, such as declining real estate values, changing economic conditions, and increasing interest rates. The returns from REITs may trail returns from the overall market. Additionally, there is always a risk that a given REIT will fail to qualify for favorable tax treatment or may not remain qualified as a REIT.

### **Risks Related to MLPs**

RiverFront strategies may invest in Master Limited Partnerships (“MLPs”). MLP investing includes risks such as equity and commodity-like volatility. Also, distribution payouts sometimes include the return of principal and, in these instances, references to these payouts as “dividends” or “yields” may be inaccurate and may overstate the profitability/success of the MLP. Additionally, there are potentially complex and adverse tax consequences associated with investing in MLPs. This is largely dependent on how the MLPs

are structured and the vehicle used to invest in the MLPs. It is strongly recommended that an investor consider and understand these characteristics of MLPs and consult with a financial and tax professional prior to investment.

### **Risks Related to American Depositary Receipts (“ADRs”)**

ADRs are typically issued by a US bank or trust company and represent ownership of underlying foreign securities. In addition to the risks presented in any investment – changes in value, changes in demand – there are several risks unique to ADRs that must be considered. For instance, while they will react to normal market fluctuations like regular stocks, ADRs are still vulnerable to currency risks. If the value of the company's home currency falls too much relative to the US Dollar, the effect will trickle down to the ADR eventually. The same can be said for changes in the home country's government.

### **Risks Related to Commodities**

Buying commodities allows for a source of diversification for those sophisticated persons who wish to add this asset class to their portfolios and who are prepared to assume the risks inherent in the commodities market. Any commodity purchase represents a transaction in a non-income-producing asset and is highly speculative.

## **Item 9 – Disciplinary Information**

On July 14, 2016, RiverFront, without admitting or denying any violation or wrongdoing, consented to the entry of an Order Instituting Administrative Cease-and-Desist Proceedings (“Order”) to resolve an inquiry by the Securities and Exchange Commission (“SEC”). The proceeding related to whether RiverFront, which had disclosed that it may trade away (or “step out” trades), had sufficiently updated certain prior disclosures in its historical Form ADVs with respect to the volume it was trading away from Sponsor Firms when executing trades in wrap fee accounts. As noted in the Order, RiverFront increased its trading away activity in an effort to obtain improved execution prices for its clients and did not profit by trading away. The Order contains findings that RiverFront did not promptly update its Form ADVs when it began to significantly increase its trading away activity during the 2009 to 2011 timeframe, causing certain information in the March 31, 2010, August 31, 2010, and March 31, 2011 Form ADVs to become materially inaccurate and misleading in violation of certain non-fraud, non-scienter based provisions of the Investment Advisers Act of 1940 (“Advisers Act”). RiverFront was censured, ordered to cease and desist from committing or causing any violations and any future violations of Sections 207 and 204(a) of the Advisers Act and Rule 204-1 thereunder, and paid a civil money penalty in the amount of \$300,000. RiverFront amended its Form ADV disclosures in August 2011 to address these concerns and, in connection with this proceeding, RiverFront also undertook to disclose on a quarterly basis, the volume of trades by market value executed away from Sponsor Firms and the associated transaction costs. This information will be available at the following website starting on July 15, 2016:

<https://www.riverfrontig.com/wrap-fee-trading-disclosures/>

## **Item 10 – Other Financial Industry Activities and Affiliations**

RiverFront is affiliated with Baird Financial Corporation (“BFC”) as a result of BFC’s minority ownership of RiverFront Investment Holding Group, LLC. BFC is the parent company of Robert W. Baird & Co. Incorporated (“Baird”), a registered broker-dealer and investment adviser. RiverFront provides various investment advisory and consulting services to Baird and clients of Baird, including providing discretionary and non-discretionary asset management services to Baird clients. Baird also provides certain services to RiverFront and/or RiverFront employees including insurance policies and 401K platform services.

The majority of RiverFront employees are registered representatives of ALPS Distributors, Inc. (ALPS), a FINRA member broker-dealer. The employees are registered due to their work with respect to the registered investment companies for which RiverFront serves as Sub-Advisor. ALPS is not affiliated with RiverFront.

## **Item 11 – Code of Ethics, Participation or Interest in Client Transactions and Personal Trading**

RiverFront has adopted a Code of Ethics (“Code”) that governs a number of potential conflicts of interest we have when providing advisory services to our clients and serves to establish a standard of conduct for all of RiverFront’s associated persons based upon fundamental principles of transparency, integrity, honesty and trust. The Code is designed to ensure we meet our fiduciary obligation to our clients (or prospective clients) and to foster a culture of compliance within our firm. The Code is also designed to detect and prevent violations of securities laws. A copy of the Code of Ethics is available to any client or prospective client upon request.

The Code is distributed to each employee at the time of hire and at least annually thereafter upon any material changes. It is supplemented with annual training and ongoing monitoring of employee activity.

The Code includes the following:

- Requirements related to the confidentiality of our client information;
- Prohibitions on:
  - Insider trading (possession of material, non-public information);
  - The acceptance and giving of gifts and entertainment that exceed our policy standards;
- Reporting of political contributions;
- Reporting of gifts;
- Reporting of business entertainment -- RiverFront routinely provides meals, lodging, and travel expenses during meetings with advisors and clients where RiverFront products and services are discussed; as well as sponsorship money for meetings and conferences;
- Reporting of personal conflicts of interest;
- Pre-clearance of certain employee and firm transactions; and,
- Reporting of personal securities transactions on an ongoing basis (referred to in the Code as “reportable securities”) as mandated by regulation.

At least annually, all employees are required to: (1) certify their understanding of and compliance with the Code, (2) identify members of their household and any account over which they have a beneficial ownership (they “own” the account or have “authority” over the account), and (3) identify any securities held in certificate form and all reportable securities they own at that time.

RiverFront employees may also attend educational seminars and events hosted by vendors, Sponsor Firms, or ETP providers (“outside parties”). These outside parties pay for reasonable travel, lodging and other expenses related to the event. These outside parties may also co-sponsor or sponsor RiverFront’s attendance at these events. RiverFront often uses the ETPs managed by these outside parties within client models. These outside parties sometimes share expenses for RiverFront-sponsored events, marketing campaigns, and/or broker-dealer sponsored events. These activities create conflicts of interest as RiverFront will have an incentive to use vendors and/or ETPs sponsored by firms that participate in the activities above. RiverFront does not consider these benefits provided by outside parties when selecting investment products for client portfolios. Nonetheless, RiverFront monitors these activities and requires that any expenses paid or sponsorships received be reasonable in value.

## **Participation or Interest in Client Transactions and Personal Trading**

RiverFront permits its employees to engage, on a limited basis, in personal securities transactions. As a result, employees may purchase or sell the same or similar securities at the same time that we place transactions for our clients.

To avoid potential conflicts of interest involving personal trades, RiverFront has adopted formal insider trading and personal security transactions policies and procedures. RiverFront's Code requires, among other things, that its employees:

- Place the integrity of the investment profession, the interests of clients, and the interests of RiverFront above one's own personal interests;
- Act with integrity, competence, diligence, respect, and in an ethical manner with the public, clients, prospective clients, employers, employees, colleagues in the investment profession, and other participants in the global capital markets;
- Adhere to the fundamental standard that he or she should not take inappropriate advantage of his or her position;
- Avoid actual or potential conflicts of interest;
- Conduct all personal securities transactions in a manner consistent with the Code;
- Use reasonable care when conducting investment analysis, making investment recommendations, taking investment actions, and engaging in other professional activities;
- Promote the integrity of, and uphold the rules governing, capital markets; and,
- Comply with applicable provisions of the federal securities laws.

The insider trading and personal security transactions policies and procedures of RiverFront are reasonably designed to safeguard and protect against the improper use of material non-public information. Among other things, these policies and procedures recognize that, in the ordinary course of its business, RiverFront will have access to material non-public information about Funds managed or sub-advised by RiverFront.

For example, RiverFront employees may have information as to whether or not RiverFront intends to buy or sell (or recommend that others buy or sell) securities, including shares of the RiverFront Sub-Advised ETFs, within Advantage, ETF Advantage or RiverShares portfolios and within Mutual Funds. This information is confidential and reasonably may affect the decision of an investor to buy or sell a security. Accordingly, the policies and procedures prohibit RiverFront employees from disclosing or using such information separately for their personal benefit or for the benefit of any other person. To the extent a person or employee, however, is an Advantage, ETF Advantage, or RiverShares client or a Mutual Fund investor, they will be treated the same as all other Advantage, ETF Advantage, and RiverShares clients or Mutual Fund investors – meaning, RiverFront employees may trade (or recommend trades) on their behalf while in possession of such information.

Employees of RiverFront must pre-clear trades in securities of all issuers with the exception of third-party open-ended mutual funds. Further, the policies and procedures specifically provide that RiverFront employees cannot buy or sell shares of the RiverFront Sub-Advised ETFs (other than through RiverFront discretionary wrap fee program accounts) and must pre-clear transactions in RiverFront's sub-advised Mutual Funds.

## **Management of Multiple Investment Products**

The management of multiple different investment products, including asset allocation portfolios and registered investment companies, may result in a portfolio manager devoting unequal time and attention to the management of each product. RiverFront seeks to manage such competing interests for time and attention of a portfolio manager by having the portfolio manager focus on a particular investment discipline. In order to mitigate the potential for conflicts of interest to arise, investment personnel are divided into Security Selection, Asset Allocation, and Risk Management teams, and each team reports to RiverFront's Chief Investment Officer. While the teams do collaborate on firm-level investment strategy, different investment products are managed in accordance with RiverFront's policies and procedures,

which are designed to mitigate the foreseeable conflicts of interest associated with the management of multiple investment products.

From time to time, RiverFront intends to invest internal capital in certain seed portfolios (“Seed Portfolios”) that are not available to outside investors. Initially, these Seed Portfolios will invest in long and short positions in equity securities, some of which positions may also be held long in RiverFront client accounts. This practice gives rise to potential conflict of interests involving allocation of investment opportunities and/or allocation of certain portfolio managers’ time and attention. The trades for these Seed Portfolios will be placed by RiverFront portfolio managers through Interactive Brokers LLC as agent. The RiverFront trading desk will not be used to place the trades for the Seed Portfolios, nor will RiverFront have control over which executing broker is chosen by the agent.

To mitigate these conflicts of interest, RiverFront will seek to cause trades to be made for the Seed Portfolios at different times than the trades for client accounts (as these client and Seed Portfolio accounts are rebalanced on different schedules). If this is not possible from time to time (for example, when the rebalancing schedules converge), trades for client accounts will be placed before trades for the Seed Portfolios. In addition, the Seed Portfolios will not be permitted to short a long position to be purchased for a client account, regardless of whether RiverFront is responsible for executing the trade for the client account, until 48 hours have elapsed since the long trade was executed for the client account. Accordingly, these Seed Portfolios will not be traded in the manner described in Item 12 (Trading and Brokerage Practices) of this brochure. Trading in these Seed Portfolios will be monitored to seek to ensure that the above described trading policies are followed. Once third party money is invested in a Seed Portfolio, such account will be treated as a client account.

## **Item 12 – Brokerage Practices**

In the course of providing our services, we will execute trades for our clients through broker-dealers. When selecting broker-dealers for execution, we consider a number of factors, described in detail below. Based on these factors, we will trade through broker-dealers that may charge fees that are higher than the lowest available fees. Baird, a minority owner of RiverFront Investment Holding Group, LLC, is also a Sponsor Firm, and RiverFront conducts maintenance trades with Baird on behalf of its discretionary wrap-fee client accounts. RiverFront does not, however, direct any step-out transactions through Baird.

Additionally, RiverFront will invest its portfolios in various ETPs. Some of these ETPs will be sponsored by or affiliated with broker-dealers through which RiverFront also executes client trades. RiverFront’s due diligence and security selection process does not take into consideration whether the ETP sponsor for a particular security is affiliated with a broker-dealer that RiverFront uses to execute client trades. Additionally, certain ETFs sub-advised by RiverFront were initially funded by broker-dealers through which RiverFront places client transactions. When a firm provides initial capital for an ETF, the firm is buying the initial shares of the ETF with its own money, and in doing so is providing the fund with an initial investor. If a broker-dealer provides this initial capital for an ETF, this creates a conflict of interest in that RiverFront may be incentivized to place client trades through these broker-dealers as a result of their provision of initial funding; however, as a fiduciary, RiverFront is required to seek best execution for every trade placed. As such, we do not consider the provision of initial capital when selecting a broker-dealer to execute client trades. Our practices are further described below.

### **Wrap Fee Programs**

In cases where RiverFront has trading discretion over a client account, we typically perform two types of trades for our clients. One type of trade is called a “model” trade, which is the purchase or sale of securities for our portfolios in one or more Investment Solutions. By its nature, a model trade will affect many client accounts at once. Model trades are almost always executed through a “step-out transaction,” meaning that they are traded away from the client’s Sponsor Firm for best execution purposes (described below).

The second type of trade is referred to as a “maintenance” trade. Maintenance trading reflects individual activity in a client’s account, such as initial investment positioning, rebalancing due to additions or withdrawals of cash or securities, account liquidations, or other account-specific transactions such as client-directed tax transactions. These trades will generally be executed as orders with the client’s Sponsor Firm at the then current market price. Placing these trades with another broker-dealer (other than the client’s Sponsor Firm) will not likely add value since the relatively small amount of shares involved for each of the securities will not merit other types of trading.

With respect to certain transactions, including, without limitation, block trades in which RiverFront aggregates securities purchases or sales for a client account with those of one or more of its other clients, RiverFront will often, pursuant to its duty to seek best execution, determine to execute using step-out transactions (also referred to as “trade-aways”), even though such transactions require payment of a commission that is not covered by the wrap fee. Whenever RiverFront makes such a determination with respect to such a transaction, RiverFront will cause the account and, in the case of a block trade, any other included client accounts, to pay the executing broker-dealer the commission or commission equivalent such broker-dealer requires. These commissions or commission equivalents are charged to the client’s account in addition to the wrap fee paid to the Sponsor Firm, and are netted into the price received for a security and will not be reflected as individual items on the client trade confirmation. Because RiverFront has found that step-out transactions for model trades almost always allow it to obtain better trade executions for its clients, all or nearly all of the transactions in some client accounts will be traded away from the Sponsor Firm via step-out transactions. Given RiverFront’s trading practices, a wrap account with RiverFront as the appointed investment manager may not be suitable for clients with minimal maintenance trades.

It is our understanding that, under a typical wrap fee program, clients are not charged a commission on trades executed through the Sponsor Firm. It may be an option for clients to select what is known as an “unbundling option,” which allows a client to disaggregate certain trading fees from the wrap fee. If “unbundling” is selected, the client will be charged separately for transactions in the account. These charges would be in addition to the wrap fee negotiated between the client and the Sponsor Firm and in addition to any commissions paid as a result of RiverFront’s step-out transactions. Because RiverFront places a significant amount of trades away from the Sponsor Firms, and the commissions or other fees for these trades may be considered redundant to the wrap fee, you may wish to explore the unbundling option to determine if it would be advantageous to select if offered by your Financial Advisor’s Sponsor Firm.

Some Sponsor Firms may not permit the use of step-out trades for their accounts. Clients/firms that do not allow us to engage in step-out trades will not benefit from our judgment when we believe it would be beneficial overall to implement trades in this manner.

In evaluating the wrap fee arrangement, a client should recognize that brokerage commissions for the execution of transactions in the client’s account through the Sponsor Firm are solely determined by the Sponsor Firm. It is our understanding that these transactions are generally executed without commissions and a portion of the wrap fee is generally considered as being in lieu of brokerage commissions. When placing trades through Sponsor Firms (instead of stepping them out), we will generally aggregate orders where it is possible and in the client’s best interests.

Both in deciding to execute step-out securities transactions and in selecting a broker-dealer to do so, we consider a variety of factors, including:

- our experience with the firm on prices and other results obtained in prior trading transactions;
- the quality of the brokerage services provided to us (and thus to our clients);
- the liquidity of the security being traded;
- the level of commissions (or commission equivalents per share when traded on a net basis) charged by that firm;
- the firm’s ability to source liquidity in the underlying constituents when trading ETPs and the ability to provide transparency when doing so;

- the firm's market making activity in a stock; the firm's access to liquidity in the stock (described further below);
- the research (if any) services provided by the broker-dealer for the benefit of our clients (as discussed below);
- the speed and attention we receive from the trading desk for our clients; whether the firm has been able to trade anonymously for us (i.e., without others in the market knowing a buyer is interested in volume);
- whether the brokerage firm can and will commit its capital (if we request this) to obtain or dispose of the position for our clients;
- the market capitalization of the security being traded;
- the nature of the our portfolio managers' desire (for example a desire for speed versus other factors, including concern with obtaining the stock within a price range for all accounts) to own the stock;
- the use of limit orders and the likelihood of getting within the limit or missing the desired trade if the trading process takes too long;
- any particular trading expertise of the firm;
- access or potential access to blocks of a particular stock;
- market conditions at the time of the trade (both general conditions and conditions impacting the specific stock); and,
- any past issues we encountered when using a particular broker-dealer for similar trades.

For RiverFront Sub-Advised ETFs and Mutual Funds for which RiverFront has trading discretion, RiverFront will place trades for the underlying securities purchased and sold by these Funds with broker-dealers that are affiliated with Sponsor Firms for RiverFront clients, in instances where we believe best execution can be achieved. In all cases, RiverFront seeks best execution, as described above, when selecting broker-dealers for Fund trades. It is important to note that each of ALPS and First Trust places trades on behalf of the equity-based RiverFront Sub-Advised ETFs. RiverFront places trades on behalf of the fixed income RiverFront Sub-Advised ETFs.

### **Research and Other Soft Dollar Benefits**

When appropriate, RiverFront, consistent with its duty to seek best execution, directs trades for client accounts to broker-dealers who provide RiverFront with brokerage and research products and services including proprietary research and research generated by third parties, as well as portfolio management tools from certain broker/dealers and other providers ("soft dollar benefits"). RiverFront may select broker-dealers that provide it with research or other transaction-related services and may cause the client to pay such broker-dealer commissions in excess of the commission other broker-dealers may have charged. Such research and other services may be used for RiverFront or other client accounts to the extent permitted by law.

When we use client brokerage commissions or markups or markdowns to obtain eligible brokerage or research, we receive a benefit because we do not have to produce or pay (with hard dollars) for the research or other services. As such, we may have an incentive to direct trades to specific broker/dealers based on our interest in receiving the research or other services, rather than on our clients' interest in receiving a most favorable execution. In light of our fiduciary obligations to all our clients, we may use soft dollar benefits to service accounts that do not necessarily pay for the benefits via commissions or markups or markdowns.

As of December 31, 2015, RiverFront does not participate in commission sharing arrangements or receive soft dollar credits. We do not seek to allocate soft dollar benefits to client accounts proportionately to the soft dollar benefits the accounts generate. We also subscribe and pay for, in hard dollars, a number of resources which we consider fundamental to our providing quality research for our clients. When evaluating the merits of executing trades via step-out transaction or via each client's Sponsor Firm, we consider both the trading benefits to participating and non-participating accounts, as well as the research

benefits to all clients. We seek to balance these considerations appropriately and in our clients' best interests.

Within the 2015 fiscal year, research services acquired with client brokerage commissions (or markups and markdowns) included such items as: economic reports; statistical information; analyses of particular companies or industries prepared by the firm's analysts; increased opportunities arranged by the firms for us to meet directly with management of companies in which we invest or might consider investing (including small or medium-sized group meetings or one-on-one meetings; access to presentations by analysts; invitations to conferences where numerous companies gather and meet with interested analysts; and access to discussions with industry and company analysts and others (such as economists) working for the broker-dealer or retained by the broker-dealer who spend much of their time analyzing specific companies or industries or larger economic trends. We did not receive any products or non-research services in return for allocating brokerage.

In some situations the broker-dealer through which we traded within the 2015 fiscal year paid a third-party research firm to provide services to us for the benefit of our clients. These third-party firms included: a purely research firm (i.e., a non-trading firm); a firm that has very good research but does not have high quality trading; or a firm that may have both but that we may not be able to sufficiently utilize for various reasons. We considered that brokerage and research services received fell under the safe harbor of Section 28(e) of the Securities Exchange Act of 1934. As RiverFront discontinued its use of commission sharing arrangements and soft dollar credits as of December 31, 2015, RiverFront does not currently pay for any third-party research through any soft dollar arrangements.

During the 2015 fiscal year, our Portfolio Management team provided input on the value of specific research and portfolio management tools. This input was used to determine who will receive soft dollar payments via our commission sharing arrangements or through trading. Based on this input, the Soft Dollar Committee prepared and reviewed a budget. After the budget was approved, information about trading practices and commission sharing arrangements was discussed by the Soft Dollar Committee. After the cessation of all commission sharing arrangements and soft dollar credits on December 31, 2015, RiverFront now receives soft dollar benefits solely through its trading activities with broker-dealers that provide proprietary research, and consistent with RiverFront's duty to seek best execution for all trades in client accounts. As such, the Soft Dollar Committee continues to review the brokerage allocation in relation to research and brokerage benefits received. Broker-dealer fees may vary and be greater than those typical for similar investments if we determine that the research, execution, and other services rendered by a particular broker-dealer merit higher-than-typical fees.

We have an ongoing list of broker-dealers that meet our standards regarding execution and research capabilities. Our trading department and Best Execution Committee evaluate the quality of the trading and execution services and capabilities (in part as described above) of various broker-dealers over time. Our Soft Dollar Committee evaluates the nature and quality of the research services provided by the broker-dealers involved to confirm that our clients are receiving material value, in our opinion, from those relationships to warrant use of such firms for trading. We also evaluate the nature and quality of the research services provided by those third parties from whom we receive research as a result of brokerage transactions by our clients, and we review and monitor the amount of trading compensation received by these broker-dealers on a periodic basis. Our list of firms whose research is particularly helpful for our clients (including in some limited cases setting target trading compensation to be received in light of the research received from those firms) is reviewed and updated regularly.

RiverFront currently receives proprietary research from the broker-dealers listed below, including the following with whom we place client transactions (this list is subject to change):

- Bank of America Merrill Lynch
- BB&T Capital Markets
- BNP Paribas
- Cantor Fitzgerald, LP
- Citigroup Inc.



- CL King & Associates
- Credit Suisse AG
- Deutsche Bank
- Goldman Sachs Group Inc.
- Jefferies LLC
- JP Morgan Chase & Co.
- Keybank Capital Markets
- Merrill Lynch
- Morgan Stanley
- Oppenheimer
- RBC
- Stifel Nicolaus
- Suntrust Robinson Humphrey, Inc.
- Susquehanna International Group, LLP
- US Bancorp
- Wells Fargo & Co.

For more information related to our soft dollar practices or a complete list of broker-dealers with which RiverFront trades, please contact us at 804-549-4800 and/or [info@riverfrontig.com](mailto:info@riverfrontig.com).

### **Brokerage for Client Referrals**

RiverFront does not currently select or recommend broker-dealers based on client referrals.

### **Directed Brokerage**

Clients may not direct RiverFront to use a particular broker-dealer to execute transactions for that client's account; however, certain Sponsor Firms may require that all client trading be done through the client's Sponsor Firm as described above.

### **Trade Aggregation and Allocation**

Orders for the same security entered on behalf of more than one client, including investment companies sub-advised by RiverFront for which RiverFront has the ability to execute trades, will generally be aggregated pursuant to RiverFront's trade aggregation policy. Subsequent orders for the same security entered during the same trading day may be aggregated with any previously unfilled orders; filled orders are allocated separately from subsequent orders within the same day. All clients participating in each aggregated order receive the average price and if applicable, pay a pro rata portion of commissions. Transactions are usually aggregated to seek a more advantageous net price and/or to obtain better execution for all clients. However, trades through the same Sponsor Firm may not be aggregated if a material time lag exists between client trade requests in the same security on the same day.

RiverFront's allocation procedures seek to allocate investment opportunities among clients/portfolios in the fairest possible way taking into account clients' best interests. RiverFront will follow procedures to ensure that allocations do not involve a practice of favoring or discriminating against any client or group of clients. Account performance or compensation is never a factor in trade allocations.

Each portfolio manager or the portfolio management team (depending on the product) allocates trades among his/her eligible accounts. In allocating trades, portfolio managers allocate orders across portfolios with similar investment guidelines and investment styles fairly and equitably, taking into consideration relevant factors, including without limitation: applicable portfolio investment restrictions and guidelines; regulatory restrictions; account-specific investment restrictions and other client instructions; risk tolerances; amounts of available cash; the need to rebalance a client's portfolio (e.g., due to investor contributions and redemptions); whether the allocation would result in an account receiving an amount lower than the typical transaction size or an "odd lot;" and other account-specific factors.

Although allocating orders among clients may create potential conflicts of interest because we receive greater fees or compensation from some clients compared to other clients, or because we may be affiliated or have other relationships with certain clients, we will not make allocation decisions based on greater fees or compensation. Notwithstanding the foregoing, and considering our policy to treat all clients fairly and equitably over time, any particular allocation decision among accounts may be more or less advantageous to any one client or group of clients and certain allocations may, to the extent consistent with our fiduciary obligations, deviate from a pro rata basis among clients in order to address, for example, differences in legal, tax, regulatory, risk management, concentration, exposure and/or mandate considerations for the relevant clients. We may determine that an investment opportunity or particular purchases or sales are appropriate for one or more clients, but not for other clients, or are appropriate for, or available to, clients but in different sizes, terms, or timing than is appropriate for other clients.

### **Trade Order Rotation**

As discussed above, RiverFront almost always executes model changes (as defined above) in Advantage and ETF Advantage portfolios for SMAs as step-out transactions. Therefore, a trade rotation is rarely used for model changes for these SMAs. However, for certain strategies or solutions that are only available on a limited number of platforms and/or have small asset levels, RiverFront will implement SMA model changes through a trade rotation amongst the Sponsor Firms that offer the program.

RiverFront does not exercise trading discretion over its UMA/MDP accounts. As a result, RiverFront utilizes a rotation process to notify its UMA/MDP participating platforms of model changes. When updating models on these platforms, RiverFront contacts UMA/MDP Sponsor Firms in a pre-determined order so that no group of clients is consistently favored or disfavored over any other clients.

Recommendations to UMA/MDP Sponsor Firms are distributed after RiverFront completes all transactions for client accounts in which it exercises trading discretion.

### **Item 13 – Review of Accounts**

SMA client accounts in which Riverfront has investment and trading discretion are reviewed on a weekly basis by the trading team to ensure that they are in line with the model portfolios. RiverFront reviews any SMAs that experience client-directed activity (withdrawals, additions, tax-loss selling, etc.) on a daily basis and rebalances them to the model accordingly.

Clients are kept fully informed about their portfolio activity by receiving copies of all transaction confirmations and monthly/quarterly statements from their brokerage firms and/or custodians, unless they opt out of receipt. Clients have access to quarterly factsheets that focus on asset allocation and portfolio performance for each of the model portfolios run by RiverFront. Clients can obtain these quarterly factsheets, along with rationales for the specific model trades executed in the portfolios, by contacting their Financial Advisor. Additionally, SMA, UMA and MDP clients will receive quarterly performance reports concerning their individual portfolios from the wrap program Sponsor Firms.

Members of the portfolio management team review the Investment Solutions' portfolios via daily data sheets comprising information about the specific holdings in each of the portfolios, as well as via attribution information, which details how each sector and sub-set of the portfolio is performing relative to its benchmark. Particular attention is given to continued suitability of securities in relation to the portfolios' investment objectives, performance of individual investments and changes in company fundamentals, industry outlook, market outlook, price levels, and asset allocation policy ranges.

### **Item 14 – Client Referrals and Other Compensation**

As previously noted, RiverFront provides advice as part of wrap fee programs sponsored by various broker-dealers, including its affiliate, Robert W. Baird & Co., Inc. Certain economic benefits are received as a result of these broker-dealer relationships. These benefits may include: receipt of duplicate

client confirmations and bundled duplicate statements; access to a trading desk serving wrap program participants; the ability to have investment advisory fees deducted directly from client accounts; access to an electronic communication network for client order entry and account information; receipt of various publications and proprietary research; and participation in conferences of the Sponsor Firms .

## **Item 15 – Custody**

RiverFront does not maintain custody of clients' funds or securities. The client's custodian generally deducts RiverFront's fee from the client's account and then sends the fee to RiverFront. Clients will receive account statements directly from their custodians and should carefully read the statements for accuracy.

## **Item 16 – Investment Discretion**

When a client agrees to discretionary management, in writing through the signing of an Investment Advisory Agreement with RiverFront or through the Sponsor Firm agreement, we will be responsible for selecting the amount of securities to be bought and sold. In certain cases, RiverFront may be given discretionary authority in writing through an agreement with the Sponsor Firm. The only limitations on the investment authority will be those imposed in writing by the client or their Financial Advisor. Any client-imposed investment restrictions involving a security held in RiverFront's model portfolio will be pro-rated across the remainder of the model holdings. Therefore, in certain market conditions, clients could obtain higher or lower performance than RiverFront's similarly managed accounts. RiverFront cannot restrict specific securities that are held within an ETP.

RiverFront does not have trading discretion over UMA and MDP accounts.

## **Item 17 – Voting Client Securities (i.e., Proxy Voting)**

RiverFront assumes voting responsibility for all client accounts unless explicitly noted otherwise in the client's Advisory Agreement or, for clients that are registered investment companies, the Sub-Advisory Agreement. RiverFront will generally cast votes for all shares for which it has voting authority, and therefore has adopted and implemented Proxy Voting Policy and Procedures.

In light of RiverFront's fiduciary duties, and given the complexity of the issues that may be raised in connection with proxy votes, RiverFront will vote client proxies using Glass Lewis & Co. guidelines. These guidelines are reviewed annually. Additionally, RiverFront will generally use Broadridge Financial Solutions ("Broadridge") to assist in the coordination and voting of client proxies. Mediant Communications Inc. ("Mediant") will be used to assist RiverFront in the coordination and voting of proxies for clients of Janney Montgomery Scott. The services provided to RiverFront through Broadridge and Mediant include timely delivery of meeting and record date information; proxy analysis through an electronic web-based vote execution platform; and detailed recordkeeping needs of RiverFront's proxy voting function. Both firms use research from Glass Lewis & Co. (Glass Lewis) to determine their voting recommendations.

We have currently identified no conflicts of interest between our client interests and our own within our proxy voting process. Nevertheless, if faced with a material conflict of interest in voting a client's proxy, the Proxy Administrator will use pre-determined guidelines and research to determine the appropriate vote.

Our complete proxy voting policy and procedures are memorialized in writing and are available upon request. In addition, our complete proxy voting record is available to our clients, and only to our clients. Please contact us if you have any questions or if you would like to review either of these documents.

## **Item 18 – Financial Information**

RiverFront is not required to include disclosures under this section.

## **Item 19 – Requirements for State-Registered Advisers**

RiverFront is an SEC-registered Investment Adviser and is not registered with any states.