Due Diligence Check List
Rockefeller Foundation PRI/Investment Program (ProVenEx)

A. All Opportunities

1. Management team & Company:
   a) Experience & track record of top management team. Check references, including suppliers, customers, lenders, investors. If fund manager, check with co-investors, other board members and CEOs of investee companies. If appropriate, background & credit checks.
   b) Compensation (salary, stock ownership, options, profit sharing, benefits, etc.)
   c) Length of time at company
   d) Composition of board and advisory committee
   e) Existing shareholders

2. Business plan:
   a) What unmet need does the business address? Quality of competitive landscape analysis, reasonableness of projections. Size of potential market.
   b) What is the business model (i.e. how does the business make money?)? Break-even analysis?
   c) Cash flow requirements
   d) Timing and level of potential return

3. Financial statements:
   a) Review past annual audited statements and quarterly financial statements. Do they make sense?
   b) Who are existing investors? Valuation of last funding round?
   c) Have they filed tax returns regularly?

4. Industry background:
   a) Structure of the industry, where does business fit in supply chain. How critical or strategic is its position in the supply chain?
b) Key industry players

c) Other investors

d) Distribution channels, if relevant

e) Regulation

B. Technology

Everything under A plus:

1. Nature and differentiating features (what’s so special, down-sides)

2. Intellectual property position

3. R & D process, cost, sources of funding timeline & key milestones

4. Proof of concept: has there been proof of concept? How? If not, time-frame?

C. Intermediaries

Everything under A plus:

1. Investment strategy.

2. Go through current portfolio, focus on patterns & reasons for success and failures, realized & unrealized gains and losses. Who were people primarily responsible? Projected IRR? Process for vetting, valuing investments & marking to market. Composition of investment or credit committee?

3. What is the fund’s added value? How has this been demonstrated?

4. Size & sources of deal flow

5. Ability to track & document social returns?