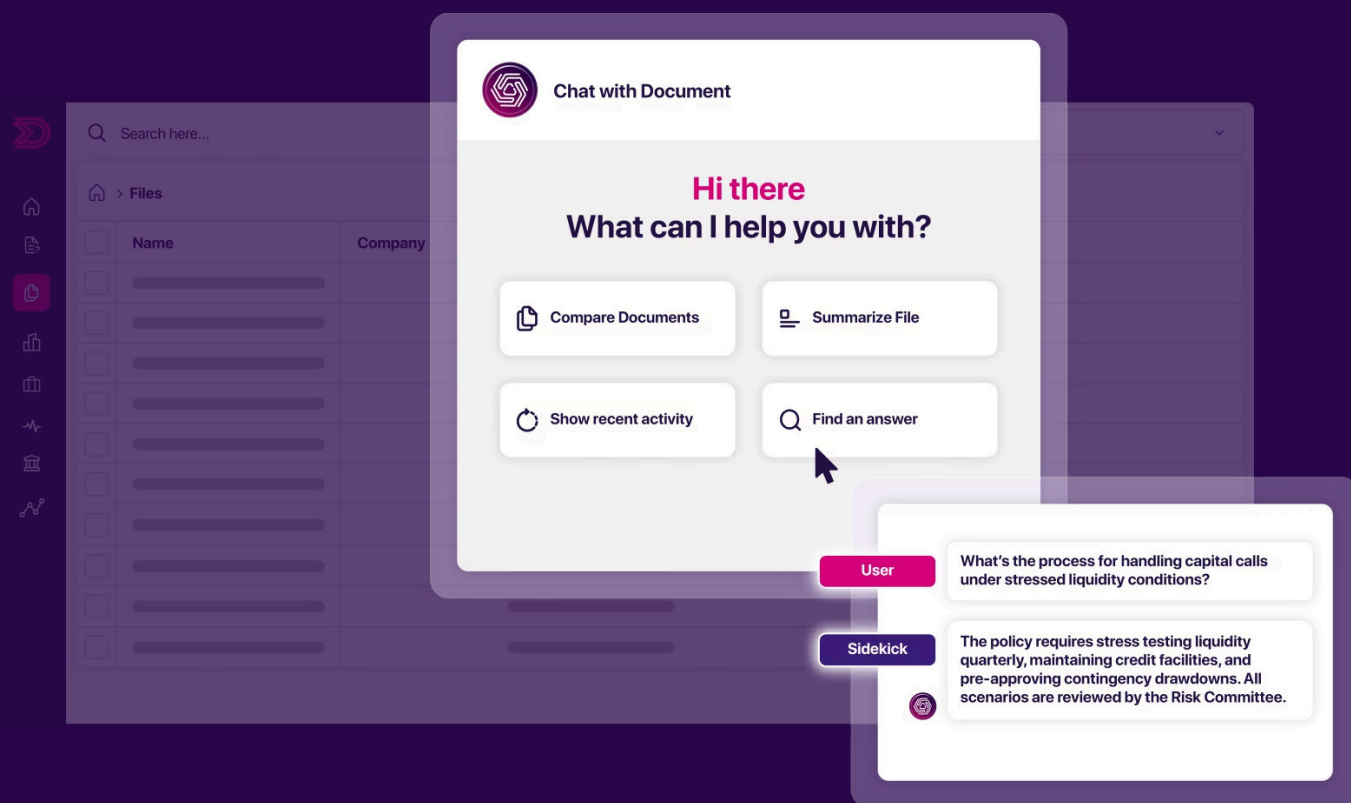


Institutional Ready: How Fund Managers Are Using AI to Support the RFP Process

AI Readiness Checklist for Fund Managers





The RFP Challenge: Time, Complexity, and Pressure

Investor relations and distribution teams face mounting pressure to respond to increasingly complex data requests, RFPs, and due diligence questionnaires. The time required varies dramatically based on complexity and responder experience.

For many managers, especially smaller firms, the process involves pulling data from multiple spreadsheets, product sheets, and individual inboxes. Central knowledge libraries exist but are rarely current, with unclear content ownership. Senior team members spend hours verifying responses, adjusting language, checking numbers, and ensuring consistent messaging.

This approach works with a handful of requests, but fails when volumes double and data changes weekly. As generative AI tools like ChatGPT and Copilot become commonplace, the question emerges: how do you make AI institutional ready?

1.5

Hours (Minimum)

Senior writer responding to simple request

37

Hours (Maximum)

Junior writer responding to complex RFP

15

Hours (Average)

Mean time across all types and seniority levels

Current State: Manual Processes and Critical Bottlenecks



Predominantly Manual

70–80% of firms still rely on manual or semi-manual processes using emails, spreadsheets, and PDFs. Even those with RFP tools struggle because data isn't centralised.



Rising Pressure

Data requests have increased 30–50% year over year, driven by investor scrutiny and ESG requirements. Teams spend days chasing and verifying data.



Tools Without Integration

Most firms have tools, but very few have true automation and integration. Tools are only as effective as the structured systems and trusted data behind them.

The Biggest Workflow Bottlenecks

01

Data Access

Information scattered across teams and formats, making retrieval time-consuming and error-prone.

02

Version Control

Different teams using outdated responses, creating inconsistency and credibility risk.

03

Review Cycles

Senior staff spend hours checking content instead of analysing investor needs.

04

Regulatory Updates

Require manual adjustments across dozens of documents, multiplying workload.



The Data Silo Problem: A single RFP might touch product, risk, compliance, and marketing teams, each with its own version of the truth. This fragmentation leads to inconsistent messaging, duplicated work, slow turnaround times, and reputational risk. Investors notice these inconsistencies. One global manager responded to a DDQ in different regions with different answers to the same question about company statistics, raising red flags about internal process rigour.

AI's Role: From Experimentation to Institutional Readiness

Generic AI Tools vs. Institutional Requirements

Generic Tools (ChatGPT, Copilot)

- Useful for drafting and summarizing
- Not compliant or governed for regulated use
- Lack context, data lineage, and security
- Risk hallucinations or inaccurate outputs
- No audit trails or accountability

These tools demonstrate what's possible, but institutional processes require AI built on validated data within secure, governed environments.

Institutional-Ready AI

- Built on structured, centralized data
- Includes governance and audit trails
- Provides clear accountability
- Maintains data security and compliance
- Enables human oversight and control

You can't bolt AI onto chaos. AI readiness means your data, controls, and people are aligned to work together effectively.

The Power of Data Centralization

When everything sits in one governed source, AI transforms from a reactive tool to a predictive partner. It can auto-populate DDQs and RFPs with validated responses, identify data gaps instantly, and learn from past submissions to recommend appropriate phrasing and tone.



Find and Fill

Reactive approach: searching for information to complete requests



Anticipate and Assist

Predictive approach: AI becomes a trusted decision partner

Building Institutional Readiness: Security, Governance, and Strategy



Data Security

No sensitive data leaves your environment. Prevent exposure to public models and ensure controlled access.



Governance

Every action and edit is auditable. Full control over how answers are worded, with tracking of every approval.



Regulatory Alignment

Outputs meet compliance standards. Nothing slips through without proper review and validation.



Human Oversight

AI supports, not replaces, experts. Maintain clear accountability and decision-making authority.

Key Considerations for Privacy and Data Ownership

Data Privacy

Prevent exposure to public models and maintain confidentiality of sensitive information.

Model Transparency

Understand how outputs are generated and validate the reasoning behind recommendations.

Ownership Rights

Ensure your firm retains rights to data and responses, maintaining control over intellectual property.

Training Boundaries

Avoid feeding confidential data into open models that could compromise competitive advantage.

First Steps to Build Internal Confidence



Audit Data Sources

Identify gaps and overlaps in your current information landscape.



Build Knowledge Base

Create a single, governed repository with clear ownership and maintenance protocols.



Run Low-Risk Pilots

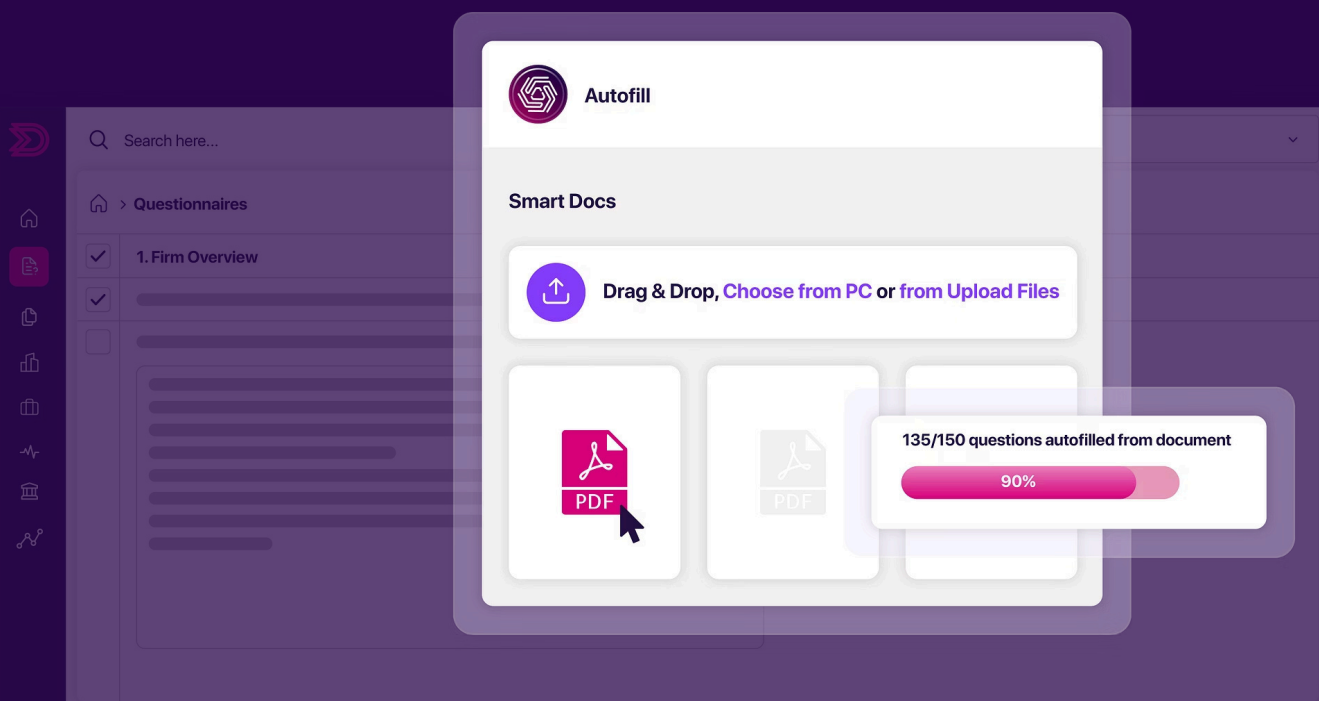
Test with internal DDQ automation or response summaries before full deployment.



Prioritize Data Quality

Focus on data quality before model quality. Garbage in, hallucinations out.

"Treat data as a strategic asset, not a byproduct. Define ownership, automate validation, and use metadata for transparency. AI thrives on structured, current, and trusted data."



AI Readiness Checklist for Fund Managers

Data Foundation

- ☐ Audit data sources and identify gaps
- ☐ Establish centralized data repository
- ☐ Define data ownership protocols
- ☐ Implement quality controls
- ☐ Create metadata standards

Security & Privacy

- ☐ Keep sensitive data in your environment
- ☐ Prevent exposure to public AI models
- ☐ Implement controlled access
- ☐ Maintain data confidentiality
- ☐ Set AI training boundaries

Governance & Compliance

- ☐ Create audit trails for AI actions
- ☐ Implement approval workflows
- ☐ Ensure regulatory compliance
- ☐ Establish accountability frameworks
- ☐ Define human oversight mechanisms

Operational Readiness

- ☐ Run low-risk pilots first
- ☐ Test with internal processes
- ☐ Measure and refine based on results
- ☐ Train teams on AI workflows
- ☐ Establish version control

Strategic Implementation

- ☐ Move beyond experimentation
- ☐ Integrate AI into RFP workflows
- ☐ Enable personalization at scale
- ☐ Focus AI on administrative tasks
- ☐ Build predictive capabilities

The Future: Leaders vs. Laggards

Leaders



Centralized Data

Single source of truth with clear governance and ownership



Governed AI Workflows

Embedded compliance, oversight, and audit trails throughout



Continuous Refinement

Measure impact and refine processes based on results



Strategic Enablement

Free IR teams to focus on relationships, not administration

Laggards



Manual Mode

Continue relying on spreadsheets, emails, and disconnected systems



Experimental Approach

Treat AI as an experiment rather than an operational enabler



Reactive Posture

Respond to pressure rather than anticipating investor needs



Efficiency Gaps

Lose competitive advantage through slower, less confident responses

AI's Strategic Role in Investor Relations

Looking ahead, AI will make investor relations more personal, not less, because it frees people to spend time where it matters. The technology enables personalization at scale, tailoring communications per investor whilst providing predictive insights into behavior and engagement trends. It generates performance summaries and updates instantly, allowing IR teams to focus on building relationships rather than administrative tasks.

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 The competitive advantage belongs to firms that move beyond experimentation to operational maturity. Data-first organizations will respond faster, smarter, and more confidently to investor demands.

Ready to make AI institutional ready? Contact Dasseti to assess your current state and build a roadmap for AI-enabled RFP processes.