Item 1. Cover Page Investment Adviser Brochure Form ADV Part 2 Disclosure Statement

REAL WORLD FINANCIAL PLANNING

Real World Financial Planning, LLC A State of Massachusetts Registered Investment Adviser

Chestnut Hill, MA 02467

www.RealWorldFP.com

January 2, 2024

This brochure provides information about the qualifications and business practices of Real World Financial Planning, LLC. If you have any questions about the contents of this brochure, please contact us at (917) 685-5121 or linda@realworldfp.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. While the firm and its personnel are registered with the State of Massachusetts, it does not imply a certain level of skill or training on the part of the firm or its personnel.

Additional information about Real World Financial Planning, LLC and its representatives, including disciplinary information (if any), is available on the SEC's website at <u>www.adviserinfo.sec.gov</u>. Click on the "Investment Adviser Search" link and then search for "Investment Adviser Firm" using the firm's CRD number, which is 299632.

Item 2. Material Changes

Since the last update of our brochure (dated January 5, 2023), the following material changes have occurred:

Item 4: We have updated the description of the Financial Planning Services that we offer. For new clients, the initial engagement for these services is typically provided on a project basis for a fixed fee. The services provided will vary based on each client's financial circumstances and needs. After an initial engagement, returning clients may elect to consult with us periodically on specific questions, issues, or decisions, including periodic investment rebalancing. These services for returning clients are provided on an hourly basis. Please see Item 4 for additional details.

Item 5: The fixed fee for initial engagements is based on an estimate of the hours to complete the project multiplied by our hourly rate of \$320 per hour. Fixed-fees vary based on the services provided for the project, but typically range between \$1,200 and \$3,600. The hourly fee for returning clients is also \$320 per hour. Please refer to Item 5 for the current fee information.

The firm may at any time update this document and either send a copy of its updated brochure or provide a summary of material changes to its brochure and an offer to send an electronic or hard copy form of the updated brochure. Clients are also able to download this brochure from the SEC's Website: www.adviserinfo.sec.gov or you may contact our firm at: Linda@realworldfp.com.

As with all firm documents, clients and prospective clients are encouraged to review this brochure in its entirety and are encouraged to ask questions at any time prior to or throughout the engagement.

We encourage any client or prospective client to review this document in its entirety.

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Important Information: Throughout this brochure, Real World Financial Planning, LLC shall be referred to by the following terms: "Real World Financial Planning", the "firm", "we", "us", or "our." The client(s) or prospective client(s) shall be referred to as: "you," "your," etc.

Item 4 – Advisory Business

Information about Our Firm

This disclosure brochure provides information regarding the qualifications, business practices, and the advisory services offered by the Massachusetts registered investment advisor, Real World Financial Planning, LLC. Linda Bentley Gillespie founded the firm in 2018, owns 100% equity in the firm, and is the firm's sole principal and managing member. Real World Financial Planning may also register or meet certain exemptions to registration in states other than Massachusetts in which we conduct business. Our firm is not a subsidiary of, nor do we control, another entity. Ms. Gillespie also serves as the firm's supervisory principal and additional information about her background can be found in Item 19 of this brochure.

As a registered investment adviser, we hold ourselves to a *fiduciary standard*, which means our firm and its associates will act in the utmost good faith and perform in a manner believed to be in the best interest of our clients. As fiduciaries, we are obligated to put you - our client - first.

We provide fee-only financial planning and investment advice services on an hourly or projectbasis to individuals and families. These services may be general in nature or focused on a particular area of interest or need depending on the individual's unique circumstances.

An estimated 60% of Real World Financial Planning's advisory business focuses on financial planning services, which may include advice on

- retirement planning;
- retirement withdrawal strategies including Roth conversions;
- home buying and refinancing;
- goals prioritization;
- insurance needs analysis
- education funding;
- charitable planning;
- employee benefits review; and,
- comprehensive financial planning.

Another 40% of the firm's advisory business centers on providing investment advice, which may include advice on asset allocation and investment selection.

Complimentary "Get Acquainted" Meeting

To begin, a complimentary "Get Acquainted" meeting is held to determine the scope of services to be provided. Prior to, or just after this initial meeting, we will provide our current Form ADV Part 2 brochure that incorporates our Privacy Policy. The firm will also ensure any material conflicts of interest are disclosed regarding our firm and its associates that could be reasonably expected to impair the rendering of unbiased and objective advice.

Should you wish to engage our firm, we must first enter into a written agreement; thereafter, discussion and analysis will be conducted to determine your financial needs, goals, holdings, etc. Depending on the scope of the engagement, we may require current copies of necessary personal and financial documents early in the process. It is important that the information and financial

statements you provide are current and accurate. We may, but are not obligated to, verify the information you have provided, which will then be used in the financial planning or investment advisory process.

Financial Planning Services Offered:

We provide fee-only financial planning and investment advice services on an hourly or projectbasis. Typically, new clients start out on a fixed fee or project-based rate. Returning clients are typically on an hourly basis.

New Clients: Below are some of the ways we can work together to meet your needs.

Early Career Financial Checkup:

- These sessions are usually appropriate for those in their late 20's or early 30s and are limited-scope engagements.
- Typically consist of a 90-minute meeting and generally focus on the more pressing issues you may have.
- It's an interactive process and a great way to get guidance around specific issues and questions such as goal prioritization, home purchases, coordinating finances with a partner, new job benefits package, or preparing for a new family member.
- A detailed summary memo is provided after the meeting containing key points, detailed recommendations, and additional resources.

Mid-Career Financial Planning:

- These sessions are typically appropriate for those in their mid-to late 30s or in their 40s who are juggling multiple financial priorities.
- We'll measure your progress toward retirement and other financial goals and help you to prioritize and stay on track.
- Topics typically include investment planning, tax planning, cash flow, insurance, retirement planning, and estate planning in addition to any other topics relevant to you such as college planning or purchasing a home.
- In terms of investment planning, we'll look at your current asset allocation across all of your investment accounts and any changes that are needed in terms of rebalancing, reducing costs, and maximizing tax efficiency through an appropriate asset location strategy.
- These sessions are designed to focus on your specific needs and typically consist of a 90-minute meeting and a 30-minute follow up meeting.
- A detailed summary memo is provided after the 90-minute meeting containing specific recommendations, actional items and additional resources.

Portfolio Review:

- Typically appropriate for those in their 50s, 60s, or those already retired.
- Designed to ensure that your overall asset allocation matches your risk tolerance and time horizon and puts you on track to meet your goals.
- We'll look at your current asset allocation across of your investment accounts and any changes that are needed to your portfolio in terms of rebalancing, adjusting risk, reducing costs, and maximizing tax efficiency through an appropriate asset location strategy.
- We'll focus on reducing investment expenses through the use of low-cost index funds and passive ETFs—proven to outperform actively managed funds over the long-term.
- For those already retired, we'll focus on rebalancing and tax efficient withdrawal strategies.
- You'll come away from the process with a detailed to do list to implement any recommended changes, rebalancing trades, or withdrawal strategies.

Retirement Planning:

- For pre-retirees in need of retirement planning and investment advice, a typical engagement typically consists of two separate meetings. The first is focused on running retirement planning projections, what if scenarios, and Social Security timing. And in the second meeting we'll tackle asset allocation, investment rebalancing and tax efficient withdrawal strategies.
- You'll come away from the process with detailed cash flow projections for various scenarios along with an accompanying summary memo, and a to do list to implement any recommended investment recommendations and a summary of recommended withdrawal strategies.

Customized Engagements:

- We provide customized financial planning engagements for those with particularly unique or complex circumstances.
- Advice may be provided on such subjects as cash flow management, risk management, education funding, investment planning, retirement strategies, estate planning, or other specific needs as indicated by the client.

Returning Clients: After an initial engagement, clients may wish to periodically consult with RWFP on specific questions, issues or decisions that may arise including periodic rebalancing. These services are charged on an hourly basis billed in fifteen-minute increments. The advisor and client will enter into an agreement that details the scope of the relationship and responsibilities of both parties.

Wrap Fee Programs

We do not sponsor or serve as a portfolio manager in any investment program involving wrap fees.

Assets Under Management

Because Real World Financial Planning does not provide investment management services, it has no Assets Under Management at the time of this filing.

Item 5 – Fees and Compensation

New Clients:

For new clients, financial planning fees are generally paid on a fixed fee or project-based rate and assessed based on the normal hourly rate and an estimate of the number of hours involved in the project.

An example* of our schedule would be:

Early Career Financial Checkup: \$1,200

Mid-Career Financial Planning: \$1,500 - \$1,950 depending on the complexity of your situation

Portfolio Review: \$1,500 - \$2,400 depending on the complexity of your portfolio

Retirement Planning: \$2,400 - \$3,000 for single clients, and \$3,000 - \$3,600 for couples

Customized Engagements - \$320/hour

*The example fees are a guideline and actual fee estimates may differ due to specific client circumstances.

Before any services are provided, the advisor and client will enter into an agreement that details the scope of the relationship and responsibilities of both parties.

Payment of Fees for New Clients:

We do not require an initial deposit for financial planning services. Typically, fees are due upon completion of the engagement. However, if a project spans more than four weeks in duration, our fees will be billed monthly in arrears based on the number of hours of service completed during the calendar month, but in no event will total fees exceed the agreed-upon project fee set forth in the client agreement.

Services may be terminated with five days' notice. Since all fees are paid in arrears, no refund will be needed upon termination of the agreement.

In the event of early termination by client, any fees for hours of work already completed will be due immediately.

Returning Clients:

After an initial engagement, clients may wish to periodically consult with RWFP. These services are charged on an hourly basis of \$320/hour, billed in fifteen-minute increments, and includes all work performed for the Client at the Client's behest including, but not limited to, meeting preparation to review your information in advance, meeting time, preparing a post meeting recommendations memo, document review, email responses to the Client's questions, phone calls with the Client, and research or analysis requested by the Client.

The advisor and client will enter into an agreement that details the scope of the relationship and responsibilities of both parties.

Payment of Fees for Returning Clients:

Follow up services for returning clients are billed via invoice at the end of the month for any time used during the previous 30 days and fees will be due and payable to RWFP immediately.

Services may be terminated with five days' notice. Since all fees are paid in arrears, no refund will be needed upon termination of the agreement.

In the event of early termination by client, any fees for hours of work already completed will be due immediately.

For any engagement with our firm, the services to be provided to you and their specific fees will be detailed in your engagement agreement. Our published fees are generally not negotiable, however, any fee outside of the stated range is subject to approval by our Chief Compliance Officer or an executive of the firm. We strive to offer fees that are fair and reasonable in light of the services to be rendered.

Payment of Fees

Fees may be paid by check, bank draft, debit card or credit card authorization through an unaffiliated third-party service. We do not accept cash, Venmo, money orders, or similar forms of payment for our services.

Additional Client Fees

Any transactional or custodial fees assessed by your selected service providers, individual retirement account fees or qualified retirement plan account termination fees will be borne by you and are as provided in the current, separate fee schedule of the selected service provider. This includes third-party investment managers.

Fees paid to our firm by our clients for our advisory services are separate from any transactional charges you may pay to third-party service providers such as brokers, as well as

those for mutual funds, exchange-traded funds (ETFs), exchange-traded notes (ETNs), or other investments of this type.

Further information about our fees in relationship to our business practices are noted in Item 12 of this brochure.

External Compensation for the Sale of Securities to Clients

Our firm and its associates are engaged for fee-only services, and we attempt to recommend "no load" investments whenever appropriate. We do not charge or receive a commission or mark-up on your securities transactions, nor will the firm and our associates be paid a commission on your purchase of an insurance contract or securities investment that we recommend.

We do not receive "trailer" or SEC Rule 12b-1 fees from an investment company offering that we recommend. Fees charged by issuers are detailed in prospectuses or product descriptions and you are encouraged to read these documents before investing. Our firm and its associates receive none of these described or similar fees or charges.

You will always have the option to purchase recommended investments through your own selected service provider.

Prepayment of Fees

No initial deposit is required. You will be billed in arrears for all work completed.

Termination of Services

Either you or we are permitted to terminate the agreement at any time, in writing. Should you verbally notify our firm of the termination and, if in two business days following this notification we have not received your notice in writing, we will make a written notice of the termination in our records and send you our own termination notice as a substitute.

Upon termination, you will be assessed fees on a prorated basis for services we have provided and/or work performed until the date of termination.

If our disclosure brochure was not delivered to you at least 48 hours prior to entering into the agreement with our firm, then you may terminate the engagement without penalty within five business days after entering into the agreement.

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

Our fees will *not* be based upon a share of capital gains or capital appreciation (growth) of any portion of managed funds, also known as "performance-based fees." Performance-based compensation creates an incentive for a firm or their representatives to recommend an investment that may carry a higher degree of risk to a client and Real World Financial Planning avoids such potential conflicts of interest.

Our fees will not be based on side-by-side management, which refers to a firm simultaneously managing accounts that do pay performance-based fees (such as a hedge fund) and those that do not; this type of arrangement, and the conflict of interest it may pose, is also contrary to our firm's practices.

Item 7 – Types of Clients

We provide our services to individuals and their families as well as to trusts and estates, to assist them in meeting their financial objectives in what we believe to be a cost-effective way.

We do not require minimums as to income, assets, net worth, length of engagement, revenues generated or other conditions for engaging our services.

Item 8 - Methods of Analysis, Investment Strategies and Risk of Loss

Method of Analysis

If our firm is engaged to provide investment advice, we will first gather and consider information regarding several factors, including your:

- current financial situation,
- current and long-term needs,
- investment goals and objectives,
- level of investment knowledge,
- tolerance and appetite for risk,
- social and environmental concerns involving your investments, and
- restrictions, if any, on the management of your portfolio.

In addition to our own research, the firm's recommendations may also be drawn from research sources that include financial publications, investment and portfolio analysis software, materials from outside sources, annual reports, prospectuses and other regulatory filings, and company press releases.

We make asset allocation and investment recommendations based on these and other factors. We will discuss with you how, in our best judgment, to meet your objectives while at the same time seeking a prudent level of risk exposure.

Investment Strategies

Generally, our investment advice is based on a globally diversified, passive investing strategy involving a long-term, disciplined approach that manages risk through appropriate asset allocation. Above all, we focus on low-cost investments such a ETFs and index funds with low expense ratios. However, we recognize that each client's needs and goals are different; subsequently portfolio strategies and underlying investment vehicles may vary.

Passive investing involves building portfolios that are comprised of various distinct asset classes using passive investment vehicles such as index mutual funds and ETFs which are typically lower cost than their actively managed counterparts. The asset classes are weighted in a manner to achieve a desired relationship between correlation, risk and return. Funds that passively capture

the returns of the desired asset classes are placed in the portfolio. The funds that are used to build passive portfolios are typically index mutual funds or exchange traded funds. Passive investment management is characterized by low portfolio expenses (i.e. the funds inside the portfolio have low internal costs), minimal trading costs (due to infrequent trading activity), and relative tax efficiency (because the funds inside the portfolio are tax efficient and turnover inside the portfolio is minimal). In contrast, active management involves a single manager or managers who employ some method, strategy or technique to construct a portfolio that is intended to generate returns that are greater than the broader market or a designated benchmark.

We will strive to create portfolios that are diversified, tax-efficient, and utilize low-cost investments whenever practical. Although it is common to find a broad range of index mutual funds and ETFs within a portfolio, certain accounts may necessitate holding actively-managed mutual funds, individual equity and fixed income holdings, certain listed real estate investment trusts (REITs), among others, to create as broad a diversification as necessary to meet demands of the portfolio.

Potential Risks involving Our Strategy and Method of Analysis

Investment Strategy Risks

We believe our strategies and investment recommendations are designed to produce the appropriate potential return for the given level of risk; however, we cannot guarantee that an investment objective or planning goal will be achieved. As an investor, you must be able to bear the risk of loss that is associated with your account, which may include the loss of some or all of your principal.

In general, risks regarding markets include interest rates, and company and management risk, among others. Examples include:

<u>Market Risk</u> – When an industry or the stock market as a whole fall, it can cause the prices of individual stocks to fall indiscriminately. This is also called systematic risk.

<u>Company Risk</u> – When investing in securities, there is always a certain level of company or industry-specific risk that is inherent in each company or issuer. This is also referred to as unsystematic risk and can be reduced through appropriate diversification. There is the risk that the company will perform poorly or have its value reduced based on factors specific to the company or its industry.

<u>Management Risk</u> – An investment with a firm varies with the success and failure of its investment strategies, research, analysis and determination of its portfolio. If an investment strategy were not to produce expected returns, the value of the investment would decrease.

<u>Firm Research</u> – When the firm's research and analyses are based on commercially available software, rating services, general market and financial information, or due diligence reviews, the firm is relying on the accuracy and validity of the information or capabilities provided by selected vendors, rating services, market data, and the issuers themselves. The firm makes every effort to determine the accuracy of the information received but it cannot predict the outcome of events or actions taken or not taken, or the validity of all information it has researched or provided, which may or may not affect the advice on or investment management of an account.

<u>Performance Drag</u> - Performance drag is the difference between the return on an investment assuming there are no costs associated with it and the return on the investment after deducting all costs associated with it such as taxes, transactions costs and fund expenses.

<u>Socially Conscious Investing</u> – If you require your portfolio to be invested according to socially conscious principles, you should note that returns on investments of this type may be less than investments that are not socially conscious and that you may not be able to be as well diversified among various asset classes. The number of publicly traded companies that meet socially conscious investment parameters is also limited, and due to this limitation, there is a probability of similarity or overlap of holdings, especially among socially conscious mutual funds or ETFs. Therefore, there could be a more pronounced positive or negative impact on a socially conscious portfolio, which could be more volatile than a fully diversified portfolio.

<u>Geopolitical Risk</u> – The risk of financial and market loss because of political decisions or disruptions in a particular country or region.

<u>Catastrophic Events</u> – In addition to general market risks, investments may be subject to the risk of loss arising from direct or indirect exposure to a number of types of catastrophic events, such as global pandemics, natural disasters, acts of terrorism, cyber-attacks, or network outages. The extent and impact of any such event on investment strategies will depend on many factors, including the duration and scope of the event, the extent of any governmental restrictions, the effect on the supply chain, overall consumer confidence, and the extent of the disruption to global and domestic markets.

Security-Specific Risks:

<u>Equity (Stock) Market Risk</u> – Common stocks are susceptible to general stock market fluctuations and to volatile increases or decreases in value due to changes in market confidence in and perceptions of the company who issued the stock. If an investor held common stock, or common stock equivalents, of any given company, they would generally be exposed to greater risk than if they held preferred stock and/or debt obligations of the company.

<u>ETF and Mutual Fund Risk</u> – ETFs/ETNs or mutual funds may carry additional expenses based on their share of operating expenses and certain brokerage fees, which may result in the potential duplication of certain fees. The risk of owning an ETF/ETN or mutual fund also generally reflects the risks of their underlying securities.

<u>ETF Risks</u>: Like traditional mutual funds, ETFs charge asset-based fees, but they generally do not charge initial sales charges or redemption fees and investors typically pay only customary brokerage fees to buy and sell ETF shares. The fees and costs charged by ETFs held in client accounts will not be deducted from the compensation the client pays the firm. ETF shares may trade above or below their net asset value (NAV), and a client account could lose money investing in an ETF if the prices of the securities owned by the ETF go down. In addition, the cost of owning shares of the ETF may exceed those a client would incur by directly investing in the underlying securities. ETFs are subject to these additional risks:

- <u>Asset Class Risk.</u> Securities and other assets in an ETF's Underlying Index or in the ETF's portfolio may underperform in comparison to the general financial markets, a particular financial market or other asset classes.
- <u>Authorized Participant Concentration Risk</u>. Only an Authorized Participant may engage in creation or redemption transactions directly with an ETF. The ETF has a limited number of institutions that may act as Authorized Participants on an agency basis (i.e., on behalf of other market participants). To the extent that Authorized Participants exit the business or are unable to proceed with creation or redemption orders with respect

to the ETF and no other Authorized Participant is able to step forward to create or redeem Creation Units (as defined in the Prospectus), ETF shares may be more likely to trade at a premium or discount to NAV and possibly face trading halts or delisting.

- <u>Index-Related Risk</u>. There is no guarantee that an ETF's investment results will have a high degree of correlation to those of the Underlying Index or that the ETF will achieve its investment objective. Market disruptions and regulatory restrictions could have an adverse effect on the ETF's ability to adjust its exposure to the required levels in order to track the Underlying Index. Errors in index data, index computations or the construction of the Underlying Index in accordance with its methodology may occur from time to time and may not be identified and corrected by the Index Provider for a period of time or at all, which may have an adverse impact on the ETF and its shareholders.
- Price Fluctuation Risks:
 - The intraday net asset value ("iNAV") is one method of establishing that point of reference. iNAV provides an intraday indicative value of an ETF based on the market values of its underlying constituents. The value is calculated by the listing exchange and then disseminated to the public every 15 seconds.
 - The first limitation of iNAV is when an ETF trades in a different time zone than its underlying securities; for example, a Japanese equity ETF that trades on the NYSE. In this case, the "last price" for the Japanese securities will be based on the previous day's close (until the Japanese stock market opens again). As a result, the "last price" that goes into the iNAV calculation is essentially "stale"; thus, it detracts from the accuracy of iNAV.
 - The second limitation of iNAV is that it is "only" disseminated every 15 seconds. In particularly volatile markets, this lag may misrepresent the actual value of the ETF. Liquidity providers often use different versions of the iNAV calculation to arrive at their own estimates about an ETF's fair value iNAV. This is why, in the case of particularly liquid ETFs, you might see a significant premium or discount relative to the regular iNAV that's quoted.
- <u>Shutdown Risk</u>: Each year, anywhere from 50 to 100 unpopular ETFs can get shutdown (the Fund is liquidated and shareholders are paid in cash). The ETF will often realize capital gains during the liquidation process, which it will also pay out to the shareholders. The ETF will also incur transaction costs during the liquidation. The best indicators of closure risk are low assets under management; issuer strength; and rank in sector. Once the decision has been made to liquidate an ETF, a prospectus supplement will be delivered to shareholders stating the ETF's last trading date and liquidation date. It is advisable to sell any remaining shares you may be holding before the last day of trading.
- <u>Tracking Error Risk.</u> ETFs may be subject to tracking error, which is the divergence of
 performance from that of the Underlying Index. Tracking error may occur because of
 differences between the securities and other instruments held in the ETF's portfolio and
 those included in the Underlying Index, pricing differences, differences in transaction
 costs, the ETF's holding of cash, differences in timing of the accrual of or the valuation of
 dividends or interest, tax gains or losses, changes to the Underlying Index or the costs to
 the ETF of complying with various new or existing regulatory requirements. This risk may
 be heightened during times of increased market volatility or other unusual market

conditions. Tracking error also may result because the ETF incurs fees and expenses, while the Underlying Index does not.

Fixed Income Risks – Various forms of fixed income instruments, such as bonds, money market funds, and certificates of deposit, may be affected by various forms of risk, including:

- Interest Rate Risk The risk that the value of the fixed income holding will decrease because of an increase in interest rates.
- Liquidity Risk The inability to readily buy or sell an investment for a price close to the true underlying value of the asset due to a lack of buyers or sellers. While certain types of fixed income are generally liquid (i.e., bonds), there are risks which may occur such as when an issue trading in any given period does not readily support buys and sells at an efficient price. Conversely, when trading volume is high, there is also a risk of not being able to purchase a particular issue at the desired price.
- Credit Risk The potential risk that an issuer would be unable to pay scheduled interest or repay principal at maturity, sometimes referred to as "default risk." Credit risk may also occur when an issuer's ability to make payments of principal and interest when due is interrupted. This may result in a negative impact on all forms of debt instruments, as well as funds or ETF/ETN share values that hold these issues. Bondholders are creditors of an issuer and have priority to assets before equity holders (i.e., stockholders) when receiving a payout from liquidation or restructuring. When defaults occur due to bankruptcy, the type of bond held will determine seniority of payment.
- *Reinvestment Risk* In a declining interest rate environment, investors may have to reinvest interest income or principal at a lower interest rate.
- Duration Risk Duration is a measure of a bond's sensitivity to interest rate changes, expressed in years to be repaid by its internal cash flow (interest payments). Bonds with longer durations carry more risk and have higher price volatility than bonds with shorter durations.

<u>Index Investing</u> – ETFs/ETNs and indexed mutual funds have the potential to be affected by "tracking error risk." Tracking error is the difference between a portfolio's returns and the benchmark or index it was meant to mimic.

<u>QDI Ratios</u> –We consider a holding's qualified dividend income (QDI) percentage when taxefficiency is an important aspect of the client's portfolio. However, not all mutual fund and ETF income will be considered qualified per the tax code.

Item 9 – Disciplinary Information

Neither Real World Financial Planning, LLC nor any of its personnel have been involved or are involved in any legal or disciplinary events. Additional information about Real World Financial Planning, LLC and its representatives, including disciplinary information (if any), is available on the SEC's website at <u>www.adviserinfo.sec.gov</u>. Click on the "Investment Adviser Search" link and then search for "Investment Adviser Firm" using the firm's CRD number, which is 299632.

Item 10 – Other Financial Industry Activities and Affiliations

Neither Real World Financial Planning, LLC nor any of its personnel are affiliated with or maintain a material relationship with another financial industry entity. The firm does not receive, directly or indirectly, compensation from investment recommendations or selections made for its clients. Our policies require that we conduct business activities in a manner that avoids actual or potential conflicts of interest between the firm, personnel and the client, or that may otherwise be contrary to law. We will provide disclosure to the client, prior to and throughout the term of an engagement, of any conflicts of interest which will or may reasonably compromise our impartiality or independence.

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

Real World Financial Planning has adopted a code of ethics that sets forth the basic policies of ethical conduct for all personnel of the firm. We accept the obligation not only to comply with the mandates and requirements of all applicable laws and regulation, but also to take responsibility to act in an ethical and professionally responsible manner in all services and activities. We will be happy to provide a copy of our code of ethics to any client or prospective client, upon request.

Neither Real World Financial Planning nor any of its personnel are authorized to recommend or execute a transaction for a client involving any security in which the firm or a related party has a material financial interest, such as in the capacity as an underwriter, advisor to the issuer, etc. Additionally, we are prohibited from borrowing from or lending to a client.

At times personnel and related parties may hold positions in mutual funds that are also recommended to the client. We may make recommendations or take actions with respect to investments that differ in the nature or timing from recommendations made to, or actions taken for, other clients or personnel. However, at no time will the personnel or any related party receive preferential treatment over the client.

Associates of our firm agree to adhere to the CFP[®] Board of Standards, Inc.'s Code of Ethics (effective date: October 1, 2019). A CFP[®] professional must:

- 1. Act with honesty, integrity, competence, and diligence.
- 2. Act in the client's best interests.
- 3. Exercise due care.
- 4. Avoid or disclose and manage conflicts of interest.
- 5. Maintain the confidentiality and protect the privacy of client information.
- 6. Act in a manner that reflects positively on the financial planning profession and CFP^{*} certification.

As a member of the *National Association of Personal Financial Planners* (NAPFA), Real World Financial Planning adheres to the NAPFA *Fiduciary Oath* that states:

"The advisor shall exercise his/her best efforts to act in good faith and in the best interests of the client.

The advisor shall provide written disclosure to the client prior to the engagement of the advisor, and thereafter throughout the term of the engagement, of any conflicts of interest, which will or reasonably may compromise the impartiality or independence of the advisor.

The advisor, or any party in which the advisor has a financial interest, does not receive any compensation or other remuneration that is contingent on any client's purchase or sale of a financial product.

The advisor does not receive a fee or other compensation from another party based on the referral of a client or the client's business.

Following the NAPFA Fiduciary Oath means I shall:

- Always act in good faith and with candor.
- Be proactive in disclosing any conflicts of interest that may impact a client.
- Not accept any referral fees or compensation contingent upon the purchase or sale of a financial product."

Privacy Policy

We respect the privacy of all our clients and prospective clients, both past and present. We recognize that you have entrusted us with non-public personal information, and it is important to us that all employees and clients of our firm understand our policy concerning why we collect confidential information and how and when we share it.

We use the information we collect to help Clients meet their personal financial goals. The types of personal information we collect can include:

- Information our clients provide to us to complete their financial plan or investment recommendation;
- Information our clients provide to us in agreements, account applications, and other documents completed in connection with the opening and maintenance of their accounts;
- Information our clients provide to us verbally; and
- Information we receive from service providers, such as custodians, about client transactions.

Pursuant to Massachusetts law, we won't disclose the identify, affairs or investments of any client to any third party unless required by law to do so or unless consented to by the client. Thus, if we need to disclose any data about a client to a third party in order to provide services a client has requested, we will first ask the client to sign a statement giving us explicit permission to disclose such information to that particular third party. This includes, for example, providing information about a spouse's IRA account, information requested by adult children about parents' accounts, or information requested by a client's estate planning attorney or insurance broker. We will only disclose information without a client's prior written consent when required by law to do so. This includes, for example, complying with a subpoena or a regulator's examination of our firm.

Furthermore, in our agreements with any third-party service providers that assist in providing our services to our client, we will first ask client's permission to disclose any client information to them and will insist, through our agreements with such third-party service providers, that they protect the personal information they receive.

We do not provide your personally identifiable information to mailing list vendors or solicitors for any purpose.

To ensure security and confidentiality, Real World FP maintains physical, electronic, and procedural safeguards to protect the privacy of client information.

Personally identifiable information about you will be maintained during the time you are a client, and for the required time thereafter that such records are required to be maintained by federal and state securities laws, and consistent with the CFP Board Code of Ethics and Professional Responsibility. After this required period of record retention, such information may be destroyed.

We will provide you with our privacy policy on an annual basis as long as you maintain an ongoing relationship with us. Per federal law, you will be notified in advance if our policy is expected to change.

Item 12 – Brokerage Practices

Real World Financial Planning, LLC is not affiliated with any bank, custodian or brokerage firm. Our firm does not maintain custody of any of your assets (see Item 15). Your assets must be maintained in an account at a "qualified custodian," generally a broker/dealer or bank (termed "service providers") that is frequently assessed for its capabilities to serve as custodian. Clients are permitted to hold accounts at the custodian of the client's choice.

Our firm is independently owned and operated; we are not legally affiliated with any custodian Upon establishing an account with a custodian, you will enter into an account agreement directly with that firm and the custodian will hold your assets in an account in your name(s). We do not technically open the account for you, although we will assist you in doing so.

Best Execution

Due to the nature of our firm's advisory business, "best execution" review obligations regarding client transactions do not apply under current regulations.

Directed Brokerage

Real World Financial Planning does not require or engage in directed brokerage involving our client's accounts. Our firm will not be obligated to conduct due diligence of the client's selected service provider (or "custodian"), seek better execution prices from any provider, or aggregate client transactions for trade execution.

Aggregating Securities Transactions

Our firm does not take discretionary authority over accounts and, therefore, aggregating trades on behalf of client accounts will not be conducted.

Item 13 – Review of Accounts

Financial Planning and Investment Consultation Services

You should contact our firm for additional reviews when making decisions about changes in your financial situation (i.e., the loss of a job, retirement, receipt of a significant bonus, an inheritance, the birth of a child, or other circumstances).

Periodic financial check-ups or reviews are recommended if you are receiving our financial planning and investment consultation services, and we recommend that they occur at least on an annual basis whenever practical.

If your engagement agreement calls for ongoing financial planning and investment consultation services, we encourage you to schedule these meetings in advance.

Reviews will be conducted by your selected financial planner and normally involve analysis and possible revision of your previous financial plan or investment allocation.

Unless provided for in your engagement agreement, reviews are generally conducted under a new or amended agreement and will be assessed at our current hourly rate.

Reports and Frequency

If you have opened and maintained an investment account on your own or with our assistance, you will receive account statements sent directly from mutual fund companies, transfer agents, custodians or brokerage companies where your investments are held. We urge you to carefully review these statements for accuracy and clarity, and to ask questions when something is not clear.

We provide portfolio reports if we are engaged to provide periodic asset allocation or investment advice; however, we do not provide ongoing performance reporting.

Item 14 – Client Referrals and Other Compensation

Real World Financial Planning does not receive, nor does it pay, any fees for client referrals. We do not receive any direct or indirect compensation or referral fees from third-party investment manager(s).

Item 15 – Custody

RWFP does not accept custody of Client funds. Your funds and securities will be maintained by an unaffiliated, qualified custodian of your choice, such as a bank, broker/dealer, mutual fund companies, or transfer agent. Your assets are not held by our firm or any of our associates. In keeping with our policy of not having custody of our client funds or securities, we:

- Restrict our firm and associates from acting as trustee of a non-family member account or having full power of attorney over a client account.
- Are prohibited from having authority to withdraw securities or cash assets from a client account.
- Do not accept or forward client securities (i.e., stock certificates) erroneously delivered to our firm.
- Will not collect advance fees of \$500 or more for services that are to be performed six months or more into the future.
- Will not authorize any associate to have knowledge of a client's account access information (i.e., online 401(k), brokerage or bank accounts), even for the convenience or accommodation of the client or their legal agent.

You will be provided with transaction confirmations and summary account statements provided directly to you by your selected service provider. Typically, these statements are provided on a monthly or quarterly basis, or as transactions occur. We will not create a statement for you nor be the sole recipient of account statements.

Item 16 – Investment Discretion

RWFP does not provide Investment Management Services, and therefore does not exercise discretion.

Item 17 – Voting Client Securities

As RWFP does not provide Investment Management Services, and therefore does not exercise discretion, the Clients maintain exclusive responsibility for: (1) voting proxies, and (2) acting on corporate actions pertaining to the Client's investment assets. The Client shall instruct the Client's qualified custodian to forward to the Client copies of all proxies and shareholder communications relating to the Client's investment assets. If the Client would like our opinion on a particular proxy vote, they may contact us at the number listed on the cover of this brochure. In most cases, you will receive proxy materials directly from the account custodian.

Item 18 – Financial Information

Balance Sheet

We will not have custody of your assets. This includes our policy of not collecting fees from you in advance of services.

Due to the nature of our firm's services and operational practices, an audited balance sheet is not required nor included in this brochure.

<u>Financial Conditions Reasonably Likely to Impair Advisory Firm's Ability to Meet Commitments</u> to Clients

The firm and its management do not have a financial condition likely to impair our ability to meet our commitment to our clients.

Bankruptcy Petitions during the Past 10 Years

The firm and its management have not been the subject of a bankruptcy petition at any time during the past 10 years.

Item 19 – Requirements for State-Registered Advisers

Ms. Linda Bentley Gillespie owns 100% equity in the firm and is the firm's sole principal and managing member. Linda earned her Bachelor's degree in International Relations from Tufts University in Medford, MA in 1998; She earned her Master of Business Administration from Columbia Business School in New York, NY in 2004; and completed her Certificate in Financial Planning at Boston University in Boston, MA in 2018. Linda is a **CERTIFIED FINANCIAL PLANNER™.**

Neither Ms. Gillespie nor her firm has a relationship with the issuer of a security. She is not registered, nor does she have an application to register, as a registered representative of a broker/dealer or associated person of a futures commission merchant, commodity pool operator, or commodity trading advisor. Ms. Gillespie does not receive commissions, bonuses, or other compensation based on the sale of securities, including that as a registered representative of a broker/dealer or the distribution or service ("trail") fees from the sale of mutual funds.

Real World Financial Planning does not charge performance-based fees. Performance-based compensation creates an incentive for a firm or their representatives to recommend an investment that may carry a higher degree of risk to a client and our firm avoids such potential conflicts of interest.

Neither Real World Financial Planning nor any of its personnel have ever been accused or found liable in any arbitration claim alleging damages in excess of \$2,500 or in any civil, self-regulatory organization, or administrative proceeding.

Neither Real World Financial Planning nor any of its personnel are affiliated with or maintain a material relationship with another financial industry entity, including any issuer of securities. The firm does not receive, directly or indirectly, compensation from investment recommendations or selections made for its clients. Our policies require that we conduct business activities in a manner that avoids actual or potential conflicts of interest between the firm, personnel and the client, or that may otherwise be contrary to law. We will provide disclosure to the client, prior to and throughout the term of an engagement, of any conflicts of interest which will or may reasonably compromise our impartiality or independence.

Form ADV Part 2B (Brochure Supplement) January 5, 2023

ITEM 1. COVER PAGE

Linda Bentley Gillespie Founder / Chief Compliance Officer 41 Woodlawn Drive Chestnut Hill, MA 02467 https://www.realworldfp.com/

This brochure supplement provides information about Linda Bentley Gillespie that supplements the Real World Financial Planning, LLC brochure. You should have received a copy of that brochure. Please contact Linda Bentley Gillespie at (917) 685-5121 if you did not receive Real World Financial Planning, LLC's brochure or if you have any questions about the contents of this supplement. Additional information about Linda Bentley Gillespie and her disciplinary history (if any) is available on the SEC's website at <u>www.adviserinfo.sec.gov</u>.

ITEM 2. EDUCATIONAL BACKGROUND AND BUSINESS EXPERIENCE

Year of Birth: 1975

Education:

Certificate in Financial Planning, Boston University, 2018 – Boston, MA Master of Business Administration, Columbia Business School, 2004 – New York, NY Bachelor of Arts in International Relations, Tufts University, 1998 – Medford, MA

Business Background:

Real World Financial Planning, LLC; Chestnut Hill, MA (Nov 2018 - present) Founder, CCO Self-Employed; Chestnut Hill, MA (Oct 2012 – 2019) Marketing and Business Development Consultant in Financial Media Forbes Media, LLC; New York, NY (Aug 2004 – Oct 2012) Director of Marketing and Business Development Away.com, Washington, DC (1999 – 2002) – Marketing Manager

Professional Designations:

Linda is a **CERTIFIED FINANCIAL PLANNER™.**

She holds the Series-65 license after passing the Uniform Investment Adviser Law exam.

CERTIFIED FINANCIAL PLANNER™, CFP[®] and federally registered CFP (with flame design) marks (collectively, the "CFP[®] marks") are professional certification marks granted in the United States by Certified Financial Planner Board of Standards, Inc. ("CFP Board").

The CFP[®] certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold CFP[®] certification. It is recognized in the United States and a number of

other countries for its (1) high standard of professional education; (2) stringent code of conduct and standards of practice; and (3) ethical requirements that govern professional engagements with clients

To attain the right to use the CFP[®] marks, an individual must satisfactorily fulfill the following requirements:

- Education Complete an advanced college-level course of study addressing the financial planning subject areas that CFP Board's studies have determined as necessary for the competent and professional delivery of financial planning services, and attain a Bachelor's Degree from a regionally accredited United States college or university (or its equivalent from a foreign university). CFP Board's financial planning subject areas include insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning, and estate planning;
- Examination Pass the comprehensive CFP[®] Certification Examination. The examination includes case studies and client scenarios designed to test one's ability to correctly diagnose financial planning issues and apply one's knowledge of financial planning to real world circumstances;
- Experience Complete at least three years of full-time financial planning-related experience (or the equivalent, measured as 2,000 hours per year); and
- Ethics Agree to be bound by CFP Board's Code of Ethics and Standards of Conduct, a set of documents outlining the ethical and practice standards for CFP[®] professionals.

Individuals who become certified must complete the following ongoing education and ethics requirements in order to maintain the right to continue to use the CFP[®] marks:

- Continuing Education Complete 30 hours of continuing education hours every two years, including two hours on the Code of Ethics and other parts of the Standards of Professional Conduct, to maintain competence and keep up with developments in the financial planning field; and
- Ethics Renew an agreement to be bound by the Code of Ethics and Standards of Conduct. The Standards prominently require that CFP[®] professionals provide financial planning services at a fiduciary standard of care. This means CFP[®] professionals must provide financial planning services in the best interests of their clients.

CFP^{*} professionals who fail to comply with the above standards and requirements may be subject to CFP Board's enforcement process, which could result in suspension or permanent revocation of their CFP^{*} certification.

ITEM 3. DISCIPLINARY INFORMATION

Registered investment advisers are required to disclose certain material facts regarding any legal or disciplinary events that could be material to your evaluation of each officer or a supervised person providing investment advice. No reportable information is applicable to this section for Ms. Gillespie.

ITEM 4. OTHER BUSINESS ACTIVITIES

Ms. Gillespie is not involved with outside business activities.

Neither Ms. Gillespie nor her firm has a material relationship with the issuer of a security. She is not registered, nor does she have an application to register, as a representative of a broker/dealer or associated person of a futures commission merchant, commodity pool operator, or commodity trading advisor. She does not receive commissions, bonuses, or other compensation based on the sale of securities, including that as a registered representative of a broker/dealer or the distribution service ("trail") fees from the sale of mutual funds

ITEM 5. ADDITIONAL COMPENSATION

Neither Ms. Gillespie nor her advisory firm are compensated for advisory services involving performance-based fees. Firm policy does not allow associated persons to accept additional economic benefit, such as sales awards or other prizes, for providing advisory services to firm clients.

ITEM 6. SUPERVISION

Ms. Gillespie serves as the firm's Chief Compliance Officer. Because supervising one's self poses a conflict of interest, the firm has adopted policies and procedures to mitigate this conflict and may use the services of unaffiliated professionals to ensure the firm's oversight obligations are met and that the firm's policies and procedures are adhered to. Questions relative to the firm, its services, or this Form ADV Part 2 brochure and its supplement may be made to the attention of Ms. Gillespie at linda@realworldfp.com.

Additional information about the firm, other advisory firms, and associated investment advisor representatives is available on the internet at <u>www.adviserinfo.sec.gov</u>. A search of this site for firms may be accomplished by firm name or a unique identifier, known as a CRD number. The CRD number for Linda Bentley Gillespie is 7050239; the IARD number for Real World Financial Planning, LLC is 299632.

ITEM 7. REQUIREMENTS FOR STATE-REGISTERED ADVISERS

There have been neither awards nor sanctions or other matters where Ms. Gillespie or her firm has been found liable in a self-regulatory or administrative proceeding. Neither Ms. Gillespie nor her firm has been the subject of a bankruptcy petition.