

Board Compensation Benchmarking Proposal

Date: [Insert Date]

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

Dear [Recipient Name],

We are pleased to present our proposal for conducting a comprehensive board compensation benchmarking study for [Company Name]. Our goal is to ensure that your board compensation is aligned with industry standards and reflects the value provided by your board members.

Objectives of the Benchmarking Study:

- Analyze compensation trends within similar firms in your industry.
- Evaluate the competitiveness of your current board compensation package.
- Provide recommendations for adjustments, if necessary.

Methodology:

- Data collection from a curated database of industry compensation reports.
- Engagement with board members to understand their contributions and expectations.
- Preparation of a detailed report summarizing findings and recommendations.

Timeline:

The entire process is expected to take approximately [Insert Duration] weeks, from data collection to report delivery.

Investment:

The proposed cost for this study is [Insert Cost]. This includes all research, analysis, and report preparation.

We believe this benchmarking study will provide valuable insights and help you make informed decisions regarding your board compensation strategy. We look forward to the opportunity to work with [Company Name].

Thank you for considering our proposal. Please feel free to reach out for any questions or further discussions.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]