

Conflict of Interest Policy

Purpose:

This policy ensures that work of the Jamestown Presbyterian Church Foundation, Inc. (Foundation) is transparent, ethical, and free from any divided loyalties.

1. Core Principles

The following principles guide all activities and decisions:

Fairness

Transparency

Manage risks

2. Applicability

This policy applies to all Board members and any volunteer that would benefit financially or personally from a vendor Foundation relationship. Board members and volunteers are expected to use good judgment, to adhere to high ethical standards, and to conduct their affairs in such a manner as to avoid any actual or potential conflict between the personal interests of a Board member or volunteer and those of the Foundation. A conflict of interest exists when the loyalties or actions of a Board member or volunteer are divided between the interests of the Foundation and the interest of the Board member or volunteer. Both the fact and the appearance of a conflict of interest should be avoided.

3. Resolution of a Conflict of Interest

A real or perceived conflict of interest will be resolved when it is disclosed to the Board and the person recuses themselves from all discussions involving the parties that the conflict exists with.

4. Conflict of Interest

Any Board member that stands to benefit personally or professionally from a relationship with a vendor or has an appearance of benefitting, will reveal this conflict of interest to the Board and recuse themselves from all discussions involving the vendor.

5. Roles and Responsibilities

It is the responsibility of each Board member to reveal any potential conflicts of interest in a timely manner and to refrain from any discussions involving the conflict.

6. Reporting and Review

The Conflict of Interest Policy will be reviewed periodically and updated as necessary to reflect changing conditions, organizational priorities, or legal requirements.

7. Amendments

Changes to this policy require approval by the Board of Directors upon recommendation from any review committee.

Approved by: _____

[President, The Jamestown Presbyterian Church Foundation, Inc.]

Date: _____

[Approval Date]

