

Central Indiana Community Foundation

CONFLICT OF INTEREST POLICY

Approved November 13, 2004

Background

The Central Indiana Community Foundation, The Indianapolis Foundation and Legacy Fund are publicly-supported charitable foundations operating within the public trust and strive to maintain the highest code of conduct in all of its operations. The Foundation recognizes that it can best accomplish its mission when board members and other associated with the Foundation are actively engaged in the civic life of the community. As a result, from time to time, conflicts of interests will arise. The Board adopts this policy in order to meet its responsibility to ensure that all decisions made are in the best interest of the Foundations and the communities they serve.

A conflict of interest occurs in any situation in which a decisionmaker – director, staff or committee member – is influenced in an organizational decision by personal, financial, business or other concerns unrelated to the Foundation’s best interest. One of the duties of a decisionmaker is the duty of loyalty. This duty states that a decisionmaker should be faithful to an organization’s best interest and not use their organizational position or knowledge to advance a personal agenda at the organization’s expense.

Conflict of Interest Policies

- A decisionmaker is a member of the CICF/TIF/Legacy Fund Board of Directors, committee members or any paid staff of CICF.
- Each decisionmaker has responsibility to disclose the following:
 - Board membership or significant policy-level volunteer relationship with a charitable organization.
 - Any financial relationship involving the decisionmaker or any member of his/her immediate family with charitable organization, vendor or CICF employee.
- During discussions on grants, contracts or financial relationships, any possible conflicts shall be disclosed before discussion begins. The minutes of the meeting shall reflect this disclosure.
- In cases where the decisionmaker is a board member or policy-level volunteer with a charitable organization he/she may participate in discussion and may choose to vote on an action.
- In cases where the decisionmaker or an immediate family member has financial relationship with a charitable organization, vendor or CICF employee the decisionmaker shall recuse themselves from discussion and abstain from voting on any action.