Ethics Policies of Central Indiana Community Foundation

These policies are adopted to protect: (1) the best interests of the donor, (2) the official representatives of the Foundation, (3) the welfare of the Foundation itself, and (4) the administrators charged with management related to the asset development efforts.

Conflict of Interest

The donor's interest will come before that of the Foundation. No program, agreement, trust, contract or commitment will be knowingly urged upon any prospective donor which would benefit the Foundation at the expense of the donor's interests and welfare.

No agreement will be made between the Foundation and any agency, person, company or organization on any matter related to investments, management, or otherwise, which would knowingly jeopardize the donor's interest.

Legal Counsel

Prospective donors are advised to consult with counsel of their choice in all matters related to planned gift instruments such as drafting of wills, trusts, agreements, contracts or other. They are advised to consult with their attorney or accountant on matters related to the tax implications and estate planning aspects of gift agreements.

The Foundation will consult with its legal counsel in all matters pertaining to its asset development program and will execute no agreement, contract, trust or other legal document with any donor without the involvement of legal counsel.

Influence

Foundation representatives will avoid pressuring, persuading, or unduly influencing when the Foundation representative is informing, counseling, and assisting the donor in gift planning concerns. The donor's personal interests and charitable objectives will be our priority.

All Foundation personnel hired to contact prospective donors or to promote the asset development program are paid a salary or fixed wage, but do not receive commissions which give such personnel a direct beneficial interest in any agreement.

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The Foundation has adopted the "Model Standards of Practice for the Charitable Gift Planner" established by the National Committee on Planned Giving and adopted by both the National Committee on Planned Giving and the Committee on Gift Annuities in 1991 and revised in April 1999. The Foundation can provide a copy of these standards upon request.

Use of Funds

The governing board will use contributed funds in the manner designated by the donor so long as it is legal to do so and ethically acceptable to the Board of Directors. In cases where the use of funds in the manner designated by the donor in a fund agreement becomes impractical or impossible, the Foundation will request a modification of use from the donor prior to exercising its variance power. Additionally, the Board of Directors reserves the right to seek judicial interpretation as to the future use of contributed funds at its sole discretion.

Confidentiality

All information concerning prospective donors including names and addresses, names of beneficiaries, nature and worth of estates, amounts of provisions, etc. will be kept strictly confidential by the Foundation and its personnel unless the donors grant permission to use selective information for purposes of referral, testimonial or example at the discretion of authorized personnel. Foundation personnel who violate this policy are subject to dismissal.

Adopted by Board of Directors July 1997.