

Teams of Innovative Problem Solvers, Inc. Conflict of Interest Policy

(adapted from the Corporation for National and Community Service)

http://www.nationalservice.gov/sites/default/files/resource/Policies_and_Procedures_Handbook_rev.5.16.11.pdf

Effective governance requires deliberate, thoughtful and unbiased decision-making by directors and staff members. At the same time, the ability to make wise decisions for the Teams of Innovative Problem Solvers, Inc. (Corporation) is strengthened by each individual's personal and professional interests.

Directors and staff members have the duty of complete, undivided allegiance to the Corporation's mission when acting on behalf of the Corporation. This duty requires that directors and staff members recognize and respond appropriately to any real or perceived conflict of interest. A conflict may exist when a director or staff member participates in the deliberation and resolution of an issue on behalf of the Corporation while the individual has or previously had other professional, business or volunteer responsibilities outside the Corporation that could cause such individuals to address the issue with less than complete, undivided allegiance to the Corporation.

Circumstances that may result in an actual or perceived conflict of interest include, but are not limited to:

- Granting funds to a charitable nonprofit organization on which a director or staff member or their families are serving as staff, board members or volunteers.
- Participating on fund raising committees or in fund raising efforts for an organization seeking a grant from the Corporation.
- Investing Corporation funds.
- Hiring vendors or consultants for the Corporation.
- Employing a director or a relative of a director or staff as staff or as a consultant for a project.
- Divestiture of prohibited financial interests.
- Disclosure of financial interests.
- Outside activities.
- Awards.

It is the Corporation's policy to deal with such conflicts in an open and direct manner. In accord with this policy, all directors and staff members are required to disclose any actual or perceived conflict (to be recorded in minutes) and to remove themselves from participation in any related discussions or decision-making by the Corporation. However, a director or staff member may, if requested by the Board or a committee of the Board, provide factual information that may assist the Board or committee in its deliberations.

A director or staff member may seek guidance from the Board or a committee of the Board as to whether a particular activity or relationship constitutes an actual or perceived conflict of interest.

A copy of this policy shall be provided to all prospective directors and staff members. By accepting appointment as a director or employment as a staff member, an individual agrees to strictly adhere to this policy.

This policy was approved by the Board of the Teams of Innovative Problem Solvers, Inc. on

Board Chair

Date