

Code of Ethics

Adopted 5/11/04

Trustees and staff of the Foundation act with honesty, integrity and openness in all their dealings as representatives of the Foundation.

The Foundation has a clearly stated mission and purpose, approved by the Trustees in pursuit of the public good. The Foundation's programs support that mission.

The Foundation establishes and follows clear processes for informing the public about grant opportunities and for receiving, reviewing and acting on grant applications that are consistent with its policies and purposes.

Trustees and staff are aware of their responsibilities of managing the Foundation's assets prudently and responsibly. Appropriate legal and financial management advice is procured and the Foundation spends an adequate amount on administrative expenses to ensure effective accounting systems, internal controls, competent staff, and other expenditures critical to professional management.

All financial reports are factually accurate and complete in all material respects and any forms required by the government are completed accurately by independent accountants and filed in a timely manner.

The Foundation compensates staff, and any others who may receive compensation, in a manner that is reasonable and appropriate.

Trustees and staff and their families will not profit financially from any philanthropic grant or activity or other compensation. There shall be no fees for family Trustees. If a Trustee or staff member has any personal or family affiliation or involvement with any organization for which a grant is considered, that affiliation will be disclosed and noted in the Foundation's meeting minutes.