

Kishwaukee United Way Code of Ethics

Kishwaukee United Way (KUW) is committed to the highest ethical standards. The success of our United Way depends upon the ethical conduct of everyone affiliated with KUW. This Code establishes key guidelines to assist KUW volunteers and staff in making good decisions that are ethical and in accordance with applicable legal requirements. This agreement is reviewed by the Board on an annual basis.

1. Personal and Professional Integrity
 - Strive to meet the highest standards of performance, quality, service and achievement in working towards the KUW mission of *improving lives by sharing community resources*
 - Communicate honestly and openly and avoid misrepresentation
 - Promote a working environment where honesty, open communication and minority opinions are valued
 - Exhibit respect and fairness toward all those with whom we come into contact

2. Accountability
 - Promote good stewardship of KUW resources that are used to pay operating expenses, salaries and employee benefits
 - Observe and comply with all laws and regulations affecting KUW

3. Solicitation and Voluntary Giving
 - Promote voluntary giving in dealing with donors
 - Refrain from any use of coercion in fundraising activities

4. Diversity and Equal Opportunity
 - Value, champion and embrace diversity in all aspects of KUW activities. KUW respects others without regard to race, religion, color, sex, age, disability, national origin, sexual orientation or ancestry

5. Conflicts of Interest

KUW Staff:

 - Avoid any activity or outside interest which conflicts or appears to conflict with the best interest of KUW, including involvement with a current or potential KUW vendor, grantee, or competing organization unless disclosed to and not deemed to be inappropriate by the KUW Board of Directors

KUW Volunteers:

 - Should not knowingly take any action, or make any statement, intended to influence the conduct of KUW in such a way to confer any financial benefit to themselves, their immediate family members or any organization in which they or their immediate family members have a significant interest as stakeholders, directors or officers
 - Disclose all know conflicts or potential conflicts of interest in any manner before the Board of Directors, if they are Board Members, or any committee upon which they serve

6. Confidentiality
 - Ensure that all information, which is confidential, privileged or nonpublic, is not disclosed inappropriately

Volunteers and staff are encouraged to seek guidance from the Board of Directors concerning the interpretation or application of this Code of Ethics. Any known or possible breaches of the Code of Ethics should be disclosed to the Board of Directors for investigation to a prompt and fair resolution.