



# Altona Community Foundation

**POLICY:** Conflict of Interest

**APPROVED:** January 18, 2019

**SUBJECT TO REVIEW:** September Reorganizational Meeting

**SUBJECT:**  
Conflict of Interest for Board of Directors, staff and volunteers

**PREAMBLE:**

The Altona Community Foundation Inc. must strive, as far as possible, to be above reproach. It is not enough that those making decisions believe that they are operating from the highest motives, and that any particular action is innocent. So far as possible, actions and relationships must avoid any appearance of impropriety, which may raise questions in the minds of the public.

This policy does not address the issue of what constitutes an actual conflict of interest as matter of law. Rather it is designed to ensure and protect the ACF's reputation for integrity of decisions.

As a result, the policy is directed towards the sources of most potential conflict.

These include conflicts arising as a result of an affiliation with:

- an organization which has, or is negotiating, a business relationship with the ACF
- an organization seeking funding or other support from ACF

**STATEMENT:**

Any possible conflict of interest or the appearance of any possible conflict of interest on the part of a member of the Board of Directors, a volunteer or staff member of The Altona Community Foundation Inc. will be disclosed. When any such interest becomes a matter of Board or Committee action, such individuals shall declare the conflict, remove themselves from the discussion and abstain from voting. The individual may, however, answer pertinent questions to assist the Board or Committee.

The minutes of all actions taken related to the matter will clearly reflect that these requirements have been met.