
CONFLICT OF INTEREST POLICY *(updated by the Board of Directors on 05/12/21)*

1. PURPOSE

Friends of the Rouge (FOTR) is a 501 (c) (3) non-profit organization. Its Board of Directors (the Board) has a wide range of members from all walks of life who are mutually committed to the common goal of protecting, restoring and enhancing the ecological integrity of the Rouge River. Membership on the FOTR Board brings with it the trust and confidence of the FOTR members, donors, volunteers and the general public that the members of the FOTR Board conduct themselves in the highest ethical standards of conduct in carrying out the duties and responsibilities of FOTR Board membership. To that end, the FOTR Board sets this policy to guide the FOTR Board members and assure the FOTR members, donors, volunteers and the public that each of the FOTR Board members will conduct themselves with the highest degree of ethical standards that membership on the FOTR Board brings with it.

2. APPLICABILITY

This "Conflict of Interest" policy applies to all current members of the board and all officers only and FOTR Staff are excluded as the FOTR Employee Manual includes a section that encompasses this subject matter relative to Staff. It is expected that all persons subject to this policy will conduct themselves under strict rules of honesty and fair dealing between themselves and FOTR. Such persons shall not use their positions or knowledge gained for their private benefit, nor to obtain an unfair advantage over any aspect of their dealings with this organization. FOTR Board members and officers are asked to maintain independence, objectivity and confidentiality.

It is recognized that FOTR depends upon volunteers to serve on its Board of Directors. Because of the varied interests and backgrounds of board members who are active in the community in their private and public lives, situations may result that could create, or which might be construed to create, a conflict of interest. Thus, conflicts of interests are natural and sometimes inevitable.

3. DEFINITION

In general, a conflict of interest will be presumed when the board member or officer, or someone with whom he or she has a close relationship (a family member or member of the household) serves as a trustee, director, officer, or substantial stockholder of an affected organization or firm; has a formal affiliation or interest in an affected organization or firm; or could expect financial gain or loss from a particular decision.

4. RESPONSIBILITY

Whenever a board member identifies or suspects that a conflict of interest may exist with a matter being considered by the board or one of its committees, the individual shall inform the Board and/or Committee of such conflict of interest. Based on the conflict, a determination on the individual's participation in the discussion will be agreed upon by the Board and/or Committee. The individual will refrain from any voting on the specific matter in which they have a conflict of interest. The minutes of the meeting should reflect that a disclosure was made and that abstention from voting was made by the board member having such a conflict.

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On an annual basis, each board member shall complete the FOTR *Annual Conflict of Interest Statement*. Uncertainties regarding potential conflicts shall be resolved in favor of disclosure.

Annual Conflict of Interest Statement

NAME _____ YEAR _____

AFFIRMATION: I have read and understand the provisions of the Friends of the Rouge (FOTR) **Conflict of Interest Policy**. I recognize the need to maintain the confidentiality of information I might receive as a board member regarding donors, donations and grant making activities of FOTR and hereby affirm that the following affiliations may represent a potential conflict of interest:

Business and professional affiliations in which I or an immediate family member hold as an owner, officer, board member, partner, employee or other beneficiary position at some point:

BUSINESS/ORGANIZATION

POSITION HELD/BY WHOM

Other activities or affiliations that may produce a possible conflict of interest:

BUSINESS/ORGANIZATION

POSITION HELD/BY WHOM

Signature _____ Date _____