

SAN DIEGO SENIORS COMMUNITY FOUNDATION

Conflict of Interest Policy

The Conflict of Interest policy of the San Diego Seniors Community Foundation (hereafter “SDSCF”) is designed to ensure that any and all business transactions and relationships which will, or may, present a conflict of interest to any board member, volunteer, officer, or employee of SDSCF are fully disclosed, and appropriately vetted with the relevant corporate officers or governance body (e.g., board or committee meetings) of SDSCF.

1. SDSCF recognizes that Board members and their families are involved and play an active and vital role in the community. From time to time, potential conflicts of interest may arise for one or more committee members. It is SDSCF's policy to deal with each conflict of interest in as open and appropriate a way as possible.
2. The interested person has the primary responsibility to determine the existence of a conflict of interest. If the interested person determines that there is a conflict of interest, he or she must disclose it. If the person is uncertain as to existence of an actual, perceived or possible conflict of interest, that person discloses it, and requests adjudication by SDSCF.
3. A conflict of interest is considered an activity or interest, which may cause bias for or against a particular decision being considered by the SDSCF Board. This could include any position held presently or in the recent past, investment in any business; or any other activity, which may result in a possible biased opinion.
4. At the beginning of each Board member's term and annually thereafter, the Board member will be requested to complete a Conflict of Interest Disclosure Statement identifying any positions held by self or any immediate family member and affiliation with any organization using the following guidelines:
 - a. Any position held by self, immediate family or household member with any charitable or community organization currently or within the past two years.
 - b. Any position held by self or immediate family member with any business enterprise that has a formal or informal association with any charitable or community organization currently or within the past two years.
 - c. Any consulting work or other affiliation with organizations that may be perceived as an interest or bias with respect to SDSCF's action.
5. Any possible conflicts shall be disclosed before discussion begins. The minutes of the meeting shall reflect this disclosure. After acknowledging the potential conflict, the Board member will leave the room during discussion and voting.

ETHICS AND CONFIDENTIALITY

1. All communications with SDSCF from grant seekers regarding grant requests should be made through SDSCF's CEO or his/her delegate.

2. Discussions held by SDSCF Board members in all Foundation meetings shall be confidential.

Adopted by Board of Governors of San Diego Seniors Community Foundation.

Name (Corporate Secretary)

Signature

Date

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CONFLICT OF INTERERST DISCLOSURE FORM

Within the past two years, I have been an officer, director, trustee or employee of the following charitable and/or nonprofit organizations:

Any comments regarding financial interest or financial involvement with any of the above (or other) nonprofit organizations (or other prospective grantees). Note: donations are not considered financial involvement. If none, state "None."

*I acknowledge having received and reviewed The San Diego Seniors Community Foundation's Board member **Conflict of Interest Policy**, and have disclosed all conflicts to the best of my knowledge.*

Print Name

Signature

Date