



## TFG Organizational Code of Ethics

**Our Mission:** To identify the gaps that occur when a child, birth to eighteen, experiences a crisis that prevents them from returning to their natural home and offer comfort, encouragement, resources, necessities, and support to that child to help bridge that gap, remove barriers to success, and ease the trauma of the transition.

**Our Vision:** Every child that experiences a crisis and cannot return to their natural home experiences a comforting transition, with minimal barriers, minimal waiting, minimal additional trauma, and with all needs addressed until a more stable resolution can be found.

**Our Core Values:**

- Collaboration: Work with community partners to improve outcomes for the children we serve*
- Accountability: Demonstrate responsibility within our mission and to our community*
- Respect: Treat all parties involved with kindness and consideration*
- Education: Teach our community about the gaps, challenges, and needs that exist*
- Service: Provide solutions that encourage children to thrive despite challenges and barriers*

The following statements are the representation of the mission, vision, expected values, ethics, and principles of The Fostered Gift and all representatives of our organization. As a public benefit corporation, The Fostered Gift is committed to ethical behavior and responsible and responsive practices, in order to maintain public trust in our organization and its mission.

### I. Personal and Professional Integrity

All board members, directors, corporate staff, advisory council members, committee members, and volunteers of the organization will act with honesty, integrity, equity, confidentiality, and transparency in all their dealings with each other and as representatives of the organization. This organization aims to promote a working environment that values collaboration, accountability, respect, education, and service.

### II. Support of Mission

The organization has a clearly stated mission and purpose, approved by the TFG Board, in pursuit of the public good. All of its programs support that mission and all who work for or on behalf of the organization understand and are loyal to that mission and purpose. The mission is responsive to the needs of the community and the needs of the children we serve.

### III. Governance and Accountability

The organization has an active working board that is responsible for setting the mission and strategic direction of the organization and provides oversight of the finances, operations, and policies of the organization in coordination with any directors, executive or otherwise. The board and organization as a whole:

- Exercises reasonable care, good faith, loyalty and due diligence in all organizational affairs.
- Maintains a conflict-of-interest policy that ensures any conflicts or the appearance thereof are avoided or appropriately managed for the protection and benefit of the organization.
- Ensures that the organization conducts all transactions and dealings with integrity and honesty.
- Ensures that the organization promotes working relationships with all board members, directors, corporate staff, advisory council members, committee members, volunteers, and program beneficiaries that are based on mutual respect and fairness.



## TFG Organizational Code of Ethics

- Ensures that the organization is fair and inclusive in its hiring and promotion policies and practices for any board member, director, corporate staff, advisory council member, committee member, and volunteer positions.
- Ensures that the resources of the organization are responsibly and prudently managed.
- Ensures that the organization has the capacity to carry out its programs effectively.

### IV. Legal Compliance

The organization is knowledgeable of and complies with all applicable laws and regulations whether local, state, federal or international.

### V. Financial Stewardship

The organization manages its funds responsibly and prudently. This includes the following considerations:

- It spends a reasonable percentage of its annual budget on programs in pursuit of its mission.
- It spends an adequate amount on administrative expenses to ensure effective accounting systems, internal controls, competent staff, and other expenditures critical to professional management.
- It compensates staff, and any others who may receive compensation, reasonably and appropriately.
- It has reasonable fundraising costs, recognizing the variety of factors that affect such costs.
- It ensures that all spending practices and policies are fair, reasonable and appropriate to fulfill the mission of the organization.
- It ensures that financial reports are complete and accurate in all material respects.

### VI. Transparency and Disclosure

The organization provides comprehensive and timely information to the public and all interested parties and is responsive to reasonable requests for information or complaints. All information about the organization will fully and honestly reflect the policies and practices of the organization. Basic informational data about the organization, such as Form 990, reviews and compilations, and audited financial statements will be either posted on the organization's website or otherwise made available to the public. All financial, organizational, and program reports will be complete and accurate in all material respects.

### VII. Program Evaluation

The organization regularly reviews program effectiveness and has mechanisms to incorporate lessons learned into future programs. The organization is committed to improving program and organizational effectiveness by being responsive to changes in its field of activity, responsive to the needs of its service recipients, and responsive to its community partners.

### VIII. Inclusiveness and Diversity

The organization has a policy of promoting inclusiveness and diversity in its board members, directors, corporate staff, advisory council members, committee members, and volunteers in order to enrich its programmatic effectiveness. The organization takes meaningful steps to promote inclusiveness and diversity in its hiring, retention, promotion, board recruitment, and service provision.

### IX. Fundraising

In raising funds from the public, organizations will respect the rights of donors, as follows:

- To be informed of the mission of the organization, the way the resources will be used and its capacity to use donations effectively for their intended purposes.



## TFG Organizational Code of Ethics

- To be informed of the identity of those serving on the organization's board and leadership and to expect the board to exercise prudent judgment in its stewardship responsibilities.
- To have access to the organization's most recent financial reports.
- To be assured their gifts will be used for the purposes for which they were given.
- To receive appropriate acknowledgement and recognition.
- To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by the law.
- To expect that all interactions with individuals representing the organization will be professional in nature.
- To have the opportunity for their names to be deleted from mailing lists that the organization may intend to share.
- To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

Certification Signature for TFG Code of Ethics

I have read The Fostered Gift's Organizational Code of Ethics and agree that any work I do on behalf of The Fostered Gift will follow those expectations as presented. I understand that any violation of the Organizational Code of Ethics may result in my dismissal from the organization.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name