

Homeless Youth Connection Board Policy for Code of Ethical Conduct

Adoption Date: March 21, 2013

Implementation Date: March 21, 2013

Committee: Executive Committee

The board of directors (the “board”) of the Homeless Youth Connection, Inc. (HYC) recognizes that the greatest threats to our perpetual existence are a betrayal of public trust and the loss of public confidence in the works of this charity. Therefore, the board desires to implement a Board Policy to provide a conceptual framework for ethical conduct. It is the intent of this policy that it is in compliance with applicable state and federal laws pertaining to codes of ethics for non-profit organizations and that the utmost care is taken in the governance of the charity to provide transparency and to uphold the highest ethical standards.

A code of ethics is a set of principles of conduct within an organization that guide decision making and behavior. The purpose of the code is to provide board members, employees and volunteers with guidelines for making ethical choices in the conduct of their work. It is the board’s intention to cultivate and sustain a culture of public accountability and transparency. It is expected that the board will be good stewards of the resources provided to HYC and to protect the interest of the youth served. The board, employees and volunteers shall

- Act with personal and professional integrity, honesty and respect
- Encourage diversity and inclusiveness.
- Provide an environment that encourages openness and disclosure of operations.
- Be good stewards of the resources provided
- Provide an environment that protects the rights of the youth.
- Provide safe and healthy resources for the well-being of the youth
- Develop, implement, and maintain programs that serve youth in an ethical manner consistent with the values, vision, and mission of the charity.
 - Protect the privacy and confidential nature of the HYC/student relationship.
 - Monitor and measure the services provided so as to provide confidence that HYC is meeting its program goals and obligations.
- Provide the organizational effectiveness to assure continuity of services.
- Manage and conduct the business of the charity in a professional manner.
 - Devote sufficient resources to the professional management of the charity, its mission and its resources, including staffing, internal controls, accounting systems, and record keeping.
 - Provide financial reports that are factually accurate in all material respects.
 - Expend reasonable amounts to compensate staff and others, so due, in a reasonable and appropriate manner.
 - Expend reasonable amounts for fundraising.
 - Provide donors with assurances that their gifts are used for their intended purpose.
 - Provide a method of donor acknowledgement.
 - Protect the confidentiality of donors desiring to remain anonymous.
 - Maintain sufficient resources and reserves to conduct the business of the charity

The effective date of this policy shall be its adoption date. This is a viable document and should be reviewed periodically by the board to assure it continues to reflect its intended code of ethical conduct.