

FAME

CONFLICT OF INTEREST POLICY

FAME is committed to ensuring that its Staff and Board of Director have an open and productive environment in which to further the mission of the organization. Conflicts of interest, in the most conventional sense, arise because Staff or Board Members may have the opportunity to influence FAME's decisions in ways productive of personal gain.

It is the policy of FAME that:

- its Staff or Board Members have an obligation to disclose any practice that may conflict with their obligations to FAME or its welfare;
- any Staff or Board Member engaging in an outside activity or possessing a personal interest that could lead to a conflict of interest must inform FAME of that possibility by consulting with the Executive Director or Chairman of the Board;

IMPLEMENTATION OF THE POLICY:

FAME is committed to the implementation of the Conflict of Interest Policy by providing for:

1. Disclosure of all relationships that may result in conflicts by persons subject to the policy;
2. Readily available counsel and advice regarding all conflicts; and
3. Fair and equitable application of the Policy to all Staff or Board Members.

In order to implement this policy, all Staff and Board Members are required to annually complete a Conflict of Interest Policy Disclosure. The requested disclosure attempts to balance FAME's needs for information with the individual's reasonable expectation of privacy in his or her personal affairs. No information about financial arrangements need be provided. Should you need guidance in preparing your form, please contact either the Chairman of the Board or the Executive Director.

FAME CONFLICT OF INTEREST POLICY DISCLOSURE

Name: _____ Title: _____

- 1) I have a consulting relationship, Executive Position, Significant Financial Interest in, Membership in, or Participate in (check all applicable):
- a) A Ministry which **FAME** supports.
 - b) A Business that does business with **FAME** and which Business I am in a position to influence.
 - c) None of the above.

(If you checked **a)** or **b)**, please **describe below**—include the **name** of the **organization** or **business** in which you serve.)

- 2) **Circle one: I do / I do not** have any financial or fiduciary interests, relationships, commitments, or activities, including uncompensated activities, that present a potential conflict of interest or commitment that should be evaluated within the context of **FAME's Conflict of Interest Policy**.

(If you circled **I do**, please describe below.)

- 3) Are there any other related matters which **FAME** should be aware of via this form?

No Yes (please explain)

I hereby acknowledge that I have read and understand the **Conflict of Interest Policy** and that the aforementioned facts and situations indicate any and all potential for conflicts of interest with regard to my position at **FAME**. If none, this is indicated in the spaces provided.

Signed this _____ day of _____, 20_____

Signature

===== Office Use Only =====

Reviewed on (date): _____ by (Executive Director or Chairman of the Board): _____

Related Party Disclosure

Are you a member of a church or organization that provides financial or Gift-in-Kind support to FAME?

Ref	Organization	Relationship/Position in Organization
1		
2		
3		
4		
5		
6		
7		