

Conflict Of Interest Policy

This Conflict of Interest Policy is designed to protect the integrity and mission of the Emerging Philanthropists of New Orleans (EPNO). The spirit of this Policy requires full disclosure of any and all conflicts, potential or actual.

This Policy was developed to balance two distinct interests: (1) refraining from any actual or perceived impropriety; and (2) maintaining a breadth of inclusiveness.

This Policy is effective as of the date on which EPNO releases its Request for Proposals each year until grants are disseminated.

Policies

Class Members, Advisory Board Members, Liaisons & their Immediate Family:

A Class Member, Advisory Board Member, Liaison, or Immediate Family Member in his/her individual capacity is ineligible for an EPNO grant in the active program class.

An organization in which a Class Member, Advisory Board Member, Liaison, or Immediate Family Member is an employee is ineligible for an EPNO grant in the active program class.

If an organization in which a Class Member, Advisory Board Member, Liaison, or Immediate Family Member serves as a trustee, director, officer, or in any other similar capacity, applies for an EPNO grant, the Class Member, Advisory Board Member, or Liaison is required to Recuse himself/herself as it pertains to that organization's application for an EPNO grant.

Alumni: Organizations where Alumni are employed or serve on a board in any capacity are eligible to apply for and receive an EPNO grant; however, such organizations will not receive preferential treatment of any kind.

Organizations that provide meeting space, supplies, or other services for EPNO, whether paid or gratuitously, are eligible to apply for and receive an EPNO grant; however, such organizations will not receive preferential treatment of any kind.

EPNO Grantees: Any organization that has previously received an EPNO grant is eligible to apply for and receive an EPNO grant; however, such individual or organization will not receive preferential treatment of any kind.

Past Grant Applicants: Any organization that previously applied to receive a grant is eligible to apply for and receive an EPNO grant; however, such individual or organization will not receive preferential treatment of any kind.

Definitions

“Alumni” refers collectively to all individuals who were members of a prior EPNO class, who do not serve on the Advisory Board.

“Advisory Board Member” refers to an individual currently serving a term on the EPNO Advisory Board.

“Class Members” are individuals serving as members of EPNO in the current class year.

“Immediate Family Member” is a spouse, domestic partner, parent, step-parent, child, including stepchild, or sibling, including stepsibling, of a Class Member or Advisory Board Member.

“Liaisons” are Alumni who participate in an active program class by advising and working with a group of Class Members.

“Conflict of Interest” is a circumstance, actual or perceived, where a benefit has or could accrue to a Class Member, Advisory Board Member, Liaison, or his/her Immediate Family Member, due to that individual's position, responsibility, or influence in EPNO, or could create an actual or perceived situation detrimental to the reputation and integrity of EPNO. A Conflict of Interest is considered potential when any Class Member, Board Member, or Liaison with decision-making authority or influence over the allocation of EPNO grants or his/her Immediate Family Member is associated, affiliated, or involved with any organization, as a trustee, director, officer, employee, or in any other similar capacity, that has decision-making authority over transactions involving grants.

“Policy” shall refer to the EPNO Conflict of Interest Policy.

“Recuse” shall mean that a Class Member, Advisory Board Member, or Liaison will not participate or otherwise be involved with any aspect of a grant application involving an individual or organization for which a Class Member, Advisory Board Member, or Liaison has a Conflict of Interest, including but not limited to the evaluation, discussion, and allocation of grants.

Conflict Disclosure

In order to ensure that no conflicts of interest arise inadvertently, Class Members are required to disclose, after acceptance into an EPNO class, any organization in which a Class Member or his/her Immediate Family Members serves as a trustee, director, officer, employee, or in any other similar capacity that has decision-making authority over transactions involving grants. Further, Advisory Board Members and Liaisons are required to disclose, after accepting a position on the EPNO Advisory Board or agreeing to serve as a Liaison, any organization in which an Advisory Board Member, Liaison or his/her Immediate Family Members serves as a trustee, director, officer, employee, or in any other similar capacity that has decision-making authority over transactions involving grants. A list of all identified organizations will be compiled and circulated to all Class Members, Advisory Board Members, and Liaisons in an effort to maintain a conflicts database.

If a Class Member, Advisory Board Member, or Liaison becomes aware of a Conflict of Interest, actual or potential, the conflict must be disclosed immediately to the Ad Hoc Committee, which will in turn address the Conflict of Interest.

Ad Hoc Committee

An Ad Hoc Committee consisting of three (3) Advisory Board Members shall be organized for the purpose of handling any Conflicts of Interest. The committee members will be selected by the Chair. The committee may in its discretion consult with third parties and/or implement, on a case-by-case basis, such policies as necessary to address a Conflict of Interest and establish requisite safeguards.