

United Way of Hampshire County Ethics Statement

To accomplish the goals of the United Way of Hampshire County we give emphasis to certain core values that govern the organization so that all donors, volunteers, affiliated agencies and those who receive the benefits of the agencies better understand the principles from which we operate. The United Way of Hampshire County promises to utilize these core values in all its deliberations and decisions so that all in Hampshire County know and understand the principles for which we stand.

1. Respect - We respect all our donors and volunteers for all they bring to the United Way of Hampshire County. We seek their ideas so that the organization will grow stronger. We especially respect their diversity in the broadest definition of the word because they represent the community.
2. Equality - We will serve all citizens who are deserving of support from the affiliated agencies without regard to actual or perceived race, color, religion, national origin, ancestry, alienage or citizenship status, age, disability or handicap, sex or gender, marital status, veteran status, sexual orientation or any other characteristic protected by applicable federal, state or local laws.
 - We will seek out those in need who do not usually come forward for help and will communicate services available.
 - We will seek to provide the financial support requested by affiliated agencies to enable them to serve the community in the best possible way.
 - We promise to be productive and efficient in raising and allocating resources.
 - We will work to educate the entire community regarding the services provided by affiliated agencies.
3. Inclusiveness - We will embrace all groups whose goals and ideals are compatible with those of the United Way of Hampshire County with a positive attitude so that those who are served will benefit from understanding, respect, and genuine concern for their well being.
4. Responsiveness - We promise to respond to changes and be flexible, so that we may identify and prioritize needs as the community and needs change.
 - We will survey the community on a regular basis so that we are attuned to community-identified needs and are able to respond to those needs.
5. Standards - We will establish high standards for all employees, volunteers and affiliated agencies so that the people of Hampshire County know that the United Way of Hampshire County practices fiduciary responsibility, high productivity, and efficient use of donated funds. At the same time, the highest ethical standards will be followed in all our actions.
6. Collaboration - We will work with other organizations in Hampshire County which are not affiliates of the United Way in a collaborative way to ensure efficiency and effectiveness in

our work as well as to assure that essential services are provided to those in need. We believe that coalition building is a vital task in which we need to take a leadership role and participate actively in our community.

Therefore, to establish a basis for conduct within the United Way of Hampshire County, the following are standards for all employees, executive committee members, and volunteers:

1. Maintain a commitment to personal, professional and financial integrity in all circumstances.
2. Avoid any activity or outside interest, which conflicts or appears to conflict with the best interest of the United Way of Hampshire County.
3. Refrain from improperly participating in or influencing any decision of the United Way of Hampshire County or any affiliated agency that could result in a direct or indirect benefit to his/her family or any organization with which the employee, executive committee or volunteer is substantially affiliated.
4. Refuse to solicit or accept any gratuity or favor for doing his/her job.
5. Disclose any conflict of interest, as soon as it may arise.
6. Ensure that all information which is confidential or privileged, or which is not publicly available is not inappropriately disclosed.
7. Promote professional excellence and encourage open and honest communication among all individuals involved in the functioning of the United Way of Hampshire County and its affiliated agencies.
8. Report to the United Ways of the Potomac Highlands Board of Directors any perceived breaches of the Code of Ethics. (Any reported breaches will be investigated and appropriate action, if needed, will be taken. Confidentiality will be maintained for the individuals disclosing the breach, unless the matter raises serious legal implications. In such instances, the individual disclosing the breach will be notified.)
9. Sign the ethics statement annually in order to ensure adherence to the standard.

Signature

Printed Name

Date

Agencies with who I am affiliated:
