

Conflict of Interest Policy

Purpose

The purpose of this Conflict of Interest Policy is to protect the interests of Healing the Children Texas (HTCTX) by ensuring that no person in a decision-making position uses their role for personal, financial, or professional gain at the expense of the organization's mission.

Definition of Conflict of Interest

A conflict of interest occurs when an individual's personal interests, or the interests of their family or associates, may interfere or appear to interfere with the interests of Healing the Children Texas.

Examples of Conflicts of Interest include, but are not limited to:

- A board member whose business could financially benefit from a contract with the organization.
- Staff members participating in decisions where they or their family members stand to benefit.
- A board member or volunteer using their position within the nonprofit to promote personal political, religious, or ideological views, or to advance external campaigns unrelated to the mission of the organization.
- A board member or volunteer using the nonprofit's resources, including funds, facilities, equipment, or staff time, for personal projects, private business activities, or other non-organizational purposes.

Duty to Disclose

Anyone with a potential conflict must disclose it in writing to the HTCTX Board or at the relevant meeting before any related discussion or decision.

Procedures for Addressing Conflicts

- After disclosure, the individual will leave any meeting during discussion of the matter.
- The remaining board members will decide if a conflict exists.
- If a conflict is confirmed, the board may proceed by determining whether to approve the matter in a way that protects the nonprofit's best interest.

Violations of the Policy

If the board determines someone failed to disclose a conflict, appropriate action will be taken, which may include removal from the board or position.

Annual Statement

Each board member, volunteer, and key staff shall annually sign a statement affirming they:

- Have received and read this policy.
- Understand and agree to comply with it.
- Have disclosed any known conflicts of interest.

Adopted on:

Signed by: