

**IMPACT100 PHILADELPHIA**  
**Conflict of Interest and Confidentiality Policy**

Members of Impact100 Philadelphia (“Impact100”) must insure that no personal or professional self-interest interferes with their work on behalf of Impact100. In other words, all members must be sure that they do not have a **conflict of interest** when they are participating in Impact100 business. A conflict of interest can arise when a member, or someone in a member’s family, could personally gain, either financially or professionally, from an action taken by Impact100. For example, if an Impact100 member or family member could receive a job, a business contract, or other personal benefits as a result of the Impact100 grant being awarded to a certain nonprofit organization, then that member has a conflict of interest.

It is important to realize that simply serving on the board of a nonprofit that has applied for a grant from Impact100 does not create a conflict of interest. However, disclosure of board positions and advisory positions is necessary to evaluate whether a conflict of interest exists. It is only in the situation in which a member, or her relative, would personally gain from the grant being given to the nonprofit organization that a conflict arises.

In the event a member has a conflict of interest or perceived conflict of interest, she will advise the Secretary of the Board of Directors in writing and recuse herself from discussion or voting on any topic where a conflict arises.

Each Impact100 member will exercise care not to disclose **confidential information** acquired in connection with the work she does on behalf of Impact100. In addition, each member will not attempt to gain an advantage for any particular grant applicant by disclosing confidential information and/or attempting to persuade other members to vote for such grant applicant.

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I have read and understand the **Impact100 Philadelphia Conflict of Interest and Confidentiality Policy**. Listed below are all non-profit organizations located in the greater Philadelphia area (Philadelphia, Montgomery, Bucks, Chester, Delaware and Camden counties) in which **I or a family member** has a personal or professional role that may constitute a **conflict of interest**:

| <u>Name &amp; Address of Organization</u> | <u>Nature of Involvement in the Organization</u><br>(e.g. major donor, board member, employee) |
|---|--|
| _____                                     |  |
| _____                                     |  |
| _____                                     |  |

I will immediately advise the Secretary of the Board of Directors of Impact100 Philadelphia in writing of any change regarding a potential conflict of interest.

Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Member: \_\_\_\_\_