



BCCDC Foundation *for* Public Health

*Driving Innovation. Advancing Service.*

## **BCCDC Foundation for Public Health: Code of Ethics and Accountability**

### **PREFACE**

The BCCDC Foundation for Public Health (BCCDC Foundation) believes that public confidence is fundamental. The BCCDC Foundation is guided by and meets or exceeds the ***Association of Fundraising Professionals Code of Ethical Principles and Standards***<sup>1</sup> and ***Donor Bill of Rights***<sup>2</sup> and maintains this **Code of Ethics and Accountability** and additional policies and procedures: to ensure the highest standards in achieving the work and mission of the organization; to protect the BCCDC Foundation from real or perceived conflict of interest; to provide oversight and accountability to relationships with donors, partners, and external stakeholders; to protect Board, staff, and affiliates from any external influence; and to make the BCCDC Foundation a leader in ethical practices.

### **VALUES**

The BCCDC Foundation for Public Health **Code of Ethics and Accountability** is derived from our core values. These values are:

Integrity  
Transparency  
Accountability  
Independence from influence  
Cooperation  
Public good

### **PRINCIPLES**

#### **Donations and gifts:**

- The BCCDC Foundation will maintain a gift acceptance policy and a corporate funding policy that will provide mechanisms for oversight of gifts, and a clear path to accept or deny gifts in accordance with this Code.
- The BCCDC Foundation will not accept dollars tied to programs, research, or other activities that would in any way impact the integrity or perceived integrity of those programs, research, or other activities.
- The BCCDC Foundation will adhere to applicable tax rules and legal standards for the acceptance of charitable contributions and management of funds.
- The BCCDC Foundation will ensure charitable contributions are used to fulfill its strategic objectives and purpose.
- The BCCDC Foundation will maintain reasonable stewardship and reporting processes.
- The BCCDC Foundation will maintain a record of all donations.
- The BCCDC Foundation will maintain a privacy policy and will ensure privileged information is handled with confidentiality and respect.
- The BCCDC Foundation will provide consistent and appropriate recognition of donors that reflect donor wishes, including remaining anonymous.

#### Conflict of interest:

- The BCCDC Foundation will not allow any staff members or the Board of Directors to have any undeclared direct financial relationships with any related company during their term of service.
- The BCCDC Foundation will require all staff members and Board Directors to agree to this Code and to sign a confidentiality agreement when joining the Foundation, and a conflict of interest disclosure form annually documenting any potential conflicts of interest and/or financial relationships that may arise over their term.

#### Independence from influence:

- The BCCDC Foundation will grant funds for research, scholarships, equipment, and other purposes independently of any outside influence.
- The BCCDC Foundation will develop and seek funding for all activities, programs, services, grants, advocacy, and other duties in accordance with its mission, independent of influence.
- The BCCDC Foundation will not permit funders to select recipients of research grants, and may appoint independent committees to select such recipients based on peer review of grant applications.
- The BCCDC Foundation will not permit funders that support research grants to control or influence manuscripts or presentations that arise from grant funded research.
- The above-noted provisions will inform the content of contracts and gift agreements entered into with donors to the Foundation.

#### Independent assessment:

- The BCCDC Foundation will work with academic partners to ensure that all studies involving human and/or animal subjects have undergone full independent assessment by an appropriate Research Ethics Board (REB).

#### Public confidence:

- The BCCDC Foundation will maintain this Code on its website, and make it available to the public upon request.
- The BCCDC Foundation is committed to providing information and activities that are evidence-based.

#### Financial management:

- The BCCDC Foundation is committed to fiduciary responsibility, adheres to generally accepted accounting principles, and undergoes an annual independent audit, which is made public.
- The BCCDC Foundation maintains a Statement of Investment Policies to ensure responsible investment practices.

#### Review:

- The BCCDC Foundation Board of Directors will review the **Code of Ethics and Accountability** annually, at minimum, and update it as required.
- The **Code of Ethics and Accountability** does not in any way supersede the authority of the Board of Directors of the BCCDC Foundation for Public Health or the ability of the Board to entertain appeals or exceptions from this code.

1. Association of Fundraising Professionals Code of Ethical Principles and Standards: <https://afpglobal.org/ethicsmain/code-ethical-standards>
2. Association of Fundraising Professionals Donor Bill of Rights: <https://afpglobal.org/donor-bill-rights>