

**The Denan Project, Inc. (TDP)
Code of Ethics**

I. Personal and Professional Integrity

- A. All staff, board members and volunteers of TDP will act with honesty, integrity and openness in all their dealings as representatives of TDP.
- B. TDP promotes a working environment that values respect, fairness and integrity.

II. Mission

- A. “The Denan Project is a nonprofit, grassroots organization whose volunteer members secure the necessary resources to provide free medical care, potable water, agricultural training, education, and other critical services to the people of Denan, Ethiopia and the surrounding villages, and to other impoverished communities in the developing world. Working with regional government and nongovernmental agencies, its ultimate goal is to make specific communities in these areas self-reliant by developing and implementing long-term, sustainable solutions.”
- B. All of TDP’s efforts and programs support that mission and all who work for or on behalf of TDP understand and are loyal to that mission and purpose.

III. Governance

- A. TDP’s Board of Directors is responsible for setting the mission and strategic direction of TDP and oversight of the finances, operations, and policies of the corporation.
- B. The Board and individual directors and officers shall act in accordance with the Board Governance policy, the Conflict of Interest policy and any other policies adopted by the Board related to the appropriate conduct of directors and officers.
- C. Among its duties, the Board of Directors:
 - 1. Ensures that its members have the skills and experience to carry out their duties and that all directors understand and fulfill their governance duties acting for the benefit of TDP and its public purposes;
 - 2. Has a conflict of interest policy that ensures that any conflicts of interest or the appearance thereof are avoided or appropriately managed through disclosure, recusal or other means;

3. Ensures that the President and appropriate staff provide the Board with timely and comprehensive information so that the Board can effectively carry out its duties;
4. Ensures that TDP conducts all transactions and dealings with integrity and honesty;
5. Ensures that TDP promotes working relationships with board members, staff and volunteers that are based on mutual respect, fairness and openness;
6. Ensures that TDP is fair and inclusive in its hiring and promotion policies and practices for all board, staff and volunteer positions;
7. Ensures that board policies of TDP are in writing, clearly articulated and officially adopted;
8. Ensures that the resources of TDP are responsibly and prudently managed; and,
9. Ensures that TDP has the capacity to carry out its programs effectively.

IV. Legal Compliance

A. TDP is knowledgeable of and complies with all applicable laws, regulations and professional standards.

V. Responsible Stewardship

A. TDP manages its funds responsibly and prudently. This includes the following considerations:

1. It spends a reasonable percentage of its annual budget on programs in pursuance of its mission;
2. It spends an adequate amount on administrative expenses to ensure effective accounting systems, internal controls, competent staff, and other expenditures critical to professional management, as necessary;
3. TDP compensates staff, and any others who may receive compensation or reimbursement, reasonably and appropriately;
4. To the extent TDP has endowments or grants, it prudently draws from endowment or grant funds consistent with donor/grantor intent, legal guidelines and to support the public purpose of TDP;

5. TDP ensures that all spending practices and policies are fair, reasonable and appropriate to fulfill the mission of TDP; and,

6. All financial reports are factually accurate and complete in all material respects.

VI. Transparency and Disclosure

A. TDP provides appropriate and timely information to the public and its members, and is responsive to reasonable requests for information.

B. All information about TDP will fully and honestly reflect the policies and practices of TDP.

C. Basic information data about TDP, such as the annual Form 990 and any audited financial statements, will be posted on TDP's website or will be made otherwise available to the public in accordance with a board policy on transparency and public reporting.

D. All solicitation materials accurately represent TDP's policies and practices and will reflect the integrity of TDP programs.

E. All financial, organizational, and program reports will be complete and accurate in all material respects.

VII. Program Evaluation

A. TDP regularly reviews program effectiveness and has mechanisms to incorporate lessons learned into future programs.

B. TDP is committed to improving program and organizational effectiveness and develops mechanisms to promote learning from its conferences. TDP is responsive to changes in its field of activity and is responsive to the needs of its members and conferees.

VIII. Inclusiveness and Diversity

A. TDP promotes inclusiveness and diversity. TDP takes meaningful steps to promote inclusiveness in its hiring, retention, promotion, board recruitment and constituencies served.

IX. Fundraising

A. To the extent that TDP raises funds from the public or from donor institutions, TDP is truthful in its solicitation materials and will disclose important and relevant information to potential donors.

B. TDP will respect the privacy concerns of individual donors and expend funds consistent with donor intent.

C. To the extent it raises funds from the public, TDP will respect the rights of donors, as follows:

1. To be informed of the mission of TDP, the way the resources will be used and TDP's capacity to use donations effectively for the intended purposes;
2. To be informed of the identity of those serving on TDP's board and to expect the board to exercise prudent judgment in its stewardship responsibilities;
3. To have access to TDP's most recent board approved program and financial reports;
4. To be assured their gifts will be used for the purposes for which they were given;
5. To receive appropriate acknowledgement and recognition;
6. To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by the law;
7. To expect that all relationships with individuals representing TDP will be professional in nature;
8. To be informed whether those seeking donations are volunteers, employees of TDPs or hired solicitors;
9. To have the opportunity for their names to be deleted from mailing lists; and,
10. To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

History: Code of Ethics adopted _____