

# **KIDS' CHANCE OF MISSOURI, INC.**

## **ETHICAL CANNONS<sup>1</sup>**

### **MISSION**

Kids' Chance of Missouri's purpose is to provide scholarships for tuition, educational materials, living expenses, and other related incidental expenses for education to children of employees who have been seriously or fatally injured in work related accidents which have been judicially determined to be, or accepted as, compensable under the Missouri Workers' Compensation Law, or corresponding provisions of any future Missouri Law.

### **CANNON I – Personal and Professional Integrity**

Kids' Chance of Missouri through its Executive Board, Board Members, Staff, Volunteers, and Member Organizations shall act with honesty, integrity, and openness in all their dealings as representatives of the organization. Kids' Chance of Missouri will promote a working environment that values tolerance, respect, fairness, and integrity.

### **CANNON II – Governance**

Kids' Chance of Missouri shall maintain an active governing body dedicated to the organization's mission, and empowered to set the strategic direction of Kids' Chance of Missouri. The governing body shall oversee the finances, operations and policies of the organization pursuant to its adopted bylaws. Additionally, the governing body of Kids' Chance of Missouri shall:

Ensure the Executive Board and the Board of Directors has the requisite skills and experience to carry out their duties, and that all members understand and fulfill their governance duties when acting for the benefit of Kids' Chance of Missouri and its public purpose;

Ensure the Executive Board and the Board of Directors adhere to Kids' Chance of Missouri's conflict of interest policy set forth in the adopted bylaws, and annually provide written affirmation that the Executive Board and the Board of Directors have read, understood, and adhered to Kids' Chance of Missouri's conflict of interest policies;<sup>2</sup>

Ensure Kids' Chance of Missouri will be fair and inclusive in its hiring, promotion policies, and practices for all board, staff, and volunteer positions;

Ensure the policies of Kids' Chance of Missouri are placed in writing, clearly articulated, and officially adopted;

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<sup>1</sup> Kids' Chance of Missouri adopts and adapts the Model Code of Ethics for nonprofit and philanthropic organizations developed by the Independent Sector.

<sup>2</sup> Kids' Chance of Missouri adopts the American Bar Association proposed guideline set forth by the Coordinating Committee on Nonprofit Governance.

Ensure the finances of Kids' Chance of Missouri are responsibly and prudently managed; and,

Ensure Kids' Chance of Missouri has the capacity to carry out its programs effectively.

### **CANNON III – Legal Compliance**

Kids' Chance of Missouri shall remain knowledgeable of, and shall comply with all laws, regulations, and applicable international conventions.

### **CANNON IV – Responsible Stewardship**

Kids' Chance of Missouri shall manage its finances responsibly and prudently. In order to effectuate this Cannon, Kids' Chance of Missouri shall:

Spend a reasonable percentage of its annual budget on programs in pursuance of its mission;

Spend an adequate amount on administrative expenses to ensure effective accounting systems, internal controls, competent staff, and any other expenditure critical to professional management;

Compensate staff, and any others who may receive compensation, reasonably and appropriately;

Maintain reasonable fundraising costs, and not accumulate excessive operating funds;

Prudently draw from endowment funds consistent with donor intent and to support the public purpose of Kids' Chance of Missouri;

Ensure all spending practices and policies are fair, reasonable, and appropriate to fulfill the mission of Kids' Chance of Missouri; and,

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

### **CANNON V – Openness and Disclosure**

Kids' Chance of Missouri shall provide comprehensive and timely information to the public, the media, and all stakeholders in a timely manner to a reasonable request for information. All information provided will fully and honestly reflect the policies and practices of Kids' Chance of Missouri. Information about Kids' Chance of Missouri, including audited financial statements will be posted on the Kids' Chance of Missouri website, or will otherwise be made available to the public upon request. Solicitation materials will accurately represent Kids' Chance of Missouri's policies and practices, and

will reflect the dignity of program beneficiaries. Any issued report will be complete and accurate in all material respects.

#### **CANNON VI – Program Evaluation**

Kids’ Chance of Missouri shall remain committed to improving program and organizational effectiveness, and to develop mechanisms to promote learning from its activities. Kids’ Chance of Missouri shall remain responsive to the needs of its constituencies.

#### **CANNON VII – Inclusiveness and Diversity**

Kids’ Chance of Missouri shall maintain a policy of promoting inclusiveness. Its Executive Board, Board of Directors, Membership, Member Organizations, staff, and volunteers will reflect diversity in order to enrich its programmatic effectiveness. Kids’ Chance of Missouri will take meaningful steps to promote inclusiveness in its hiring, retention, promotion, board recruitment, and the constituencies it serves.

#### **CANNON VIII – Fundraising**

Kids’ Chance of Missouri shall utilize truthful solicitation materials, will respect the privacy concerns of donors, and expend donor funds consistent with donor intent. Relevant information shall be disclosed to potential donors. Kids’ Chance of Missouri recognizes and respects the following Donor Bill of Rights:<sup>3</sup>

All donors have the right to be informed of the organizations mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.

All donors have the right to be informed of the identity of those serving on the organization’s governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities.

All donors have the right to have access to the organization’s most recent financial statements.

All donors have the right to be assured their gift will be used for the purposes for which they were given.

All donors have the right to receive appropriate acknowledgement and recognition.

All donors have the right to be assured that information about their donation is handled with respect and with confidentiality to the extent provided by law.

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<sup>3</sup> Taken from A Donor Bill of Rights, developed by the American Association of Fund Raising Counsel, the Association for Healthcare Philanthropy, the Council for the Advancement and Support of Education, and the Association of Fundraising Professionals.

All donors have the right to expect that all relationships with individuals representing the organization will be professional in nature.

All donors have the right to be informed whether those seeking donations are volunteers, employees of the organization, or hired solicitors.

All donors have the right to have the opportunity for their names to be deleted from mailing lists that the organization may intend to share.

All donors have the right to feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

**Adopted this 9<sup>th</sup> day of June 2006.**