

Schatzi Family Foundation Code of Ethics

I. Personal and Professional Integrity

A. All staff, board members and volunteers of Schatzi Family Foundation act with honesty, integrity and openness in all their dealings as representatives of Schatzi Family Foundation .

B. Schatzi Family Foundation promotes a working environment that values respect, fairness and integrity.

II. Mission

A. Schatzi Family Foundation's mission is to encourage a more loving world through commitment to God, Family + neighbor.

B. All of Schatzi Family Foundation's programs support that mission and all who work for or on behalf of Schatzi Family Foundation understand and are loyal to that mission and purpose.

III. Governance

A. Schatzi Family Foundation's Board of Directors is responsible for setting the mission and strategic direction of Schatzi Family Foundation and oversight of the finances, operations, and policies of Schatzi Family Foundation .

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 governing body:

1. Ensures that its board members have the skills and experience to carry out their duties and that all members understand and fulfill their governance duties acting for the benefit of Schatzi Family Foundation and its public purpose;

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. Is responsible for the hiring, firing, and regular review of the performance of the executive director, and ensures that the compensation of the chief executive officer is reasonable and appropriate;

4. Ensures that the governing body has timely and comprehensive information so that the it can effectively carry out its duties;

5. Ensures that Schatzi Family Foundation conducts all transactions and dealings with integrity and honesty;

6. Ensures that Schatzi Family Foundation promotes working relationships with board members, staff, volunteers, and program beneficiaries that are based on mutual respect, fairness and openness;

7. Ensures that Schatzi Family Foundation is fair and inclusive in its hiring and promotion policies and practices for all board, staff and volunteer positions;

8. Ensures that board policies of Schatzi Family Foundation are in writing, clearly articulated and officially adopted;

9. Ensures that the resources of Schatzi Family Foundation are responsibly and prudently managed;and,

10. Ensures that Schatzi Family Foundation has the capacity to carry out its programs effectively.

IV. Legal Compliance

A. Schatzi Family Foundation is knowledgeable of and complies with all applicable laws, regulations and professional standards.

V. Responsible Stewardship

A. Schatzi Family Foundation 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;

3. Schatzi Family Foundation compensates staff, and any others who may receive compensation, reasonably and appropriately;

4. To the extent Schatzi Family Foundation 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 Schatzi Family Foundation ;

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

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

VI. Transparency and Disclosure

A. Schatzi Family Foundation provides appropriate and timely information to the public, its members, and all stakeholders and is responsive to reasonable requests for information.

B. All information about Schatzi Family Foundation will fully and honestly reflect the policies and practices of Schatzi Family Foundation .

C. Basic information data about Schatzi Family Foundation, such as the annual Form 990 and any audited financial statements, will be posted on Schatzi Family Foundation'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 Schatzi Family Foundation's policies and practices and will reflect the dignity of program beneficiaries.

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

VII. Program Evaluation

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

B. Schatzi Family Foundation is committed to improving program and organizational effectiveness and develops mechanisms to promote learning from its activities and the

field. Schatzi Family Foundation is responsive to changes in its field of activity and is responsive to the needs of its constituencies.

VIII. Fundraising

- A. To the extent that Schatzi Family Foundation raises funds from the public or from donor institutions, Schatzi Family Foundation is truthful in its solicitation materials and will disclose important and relevant information to potential donors.
- B. Schatzi Family Foundation 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, Schatzi Family Foundation will respect the rights of donors as follows:
 - 1. To be informed of the mission of Schatzi Family Foundation, the way the resources will be used and Schatzi Family Foundation's capacity to use donations effectively for the intended purposes;
 - 2. To be informed of the identity of those serving on Schatzi Family Foundation's board and to expect the board to exercise prudent judgement in its stewardship responsibilities;
 - 3. To have access to Schatzi Family Foundation'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 confidentiality to the extent provided by the law;
 - 7. To expect that all relationships with individuals representing Schatzi Family Foundation will be professional in nature;
 - 8. To be informed whether those seeking donations are volunteers, employees of Schatzi Family Foundation 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 of revisions:

Initial Code of Ethics adopted January 12, 2022