



Conflict of Interest and Confidentiality Policy

Members of Mathews Women's Giving Circle (MWGC) must insure that no personal or professional self interest interferes with their volunteer work on behalf of MWGC. 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 MWGC. For example, if a MWGC member or family member could receive a job, a business contract, or other personal benefits as a result of the MWGC 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 MWGC 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 with a grant proposal or nonprofit, she will advise the Membership. In all circumstances, the member shall recuse herself from committee level vote related to that conflict. The member may participate in the annual balloting process of all members to determine the year's final grantee(s).

Each MWGC member will not disclose *confidential information* acquired in connection with the volunteer work she does on behalf of MWGC. This includes information gained through site visits and/or grant applications.

Signature

Date