



CONFLICT OF INTEREST POLICY

Last updated: January 1st, 2025

1. Purpose

Adya Care Foundation is committed to acting in the best interest of the organization and the communities we serve. This policy ensures that personal, financial, or business interests do not interfere with objective decision-making.

2. Who This Applies To

This policy applies to:

- Board Members
- Officers
- Key Employees
- Volunteers with decision-making authority

3. What Is a Conflict of Interest?

A conflict of interest occurs when a person's personal, financial, or business interests could influence, or appear to influence, their decisions on behalf of the Foundation.

Examples include:

- Financial interest in a vendor or partner
- Receiving compensation, gifts, or favors related to Foundation business
- Family or close relationships tied to a transaction

4. Disclosure Requirement

All individuals must:

Disclose any actual, potential, or perceived conflicts immediately

Complete and submit an annual Conflict of Interest Disclosure Form

5. How Conflicts Are Handled

The individual must disclose the conflict and step out of discussions and voting

The Board or leadership team will review the situation

The Foundation will only proceed if the decision is fair, reasonable, and in its best interest



6. Violations

Failure to disclose a conflict may result in corrective action, including removal from position if necessary.

7. Recordkeeping

All conflicts and decisions will be documented in meeting records.

8. Annual Acknowledgment

All covered individuals must sign a statement confirming they:
Understand this policy

- Agree to comply
- Have disclosed all relevant conflicts