Conflict of Interest Policy

United Nations Association Broward County Chapter (UNA Broward)

Article I

Purpose

This Conflict of Interest Policy (this "Policy") has been adopted and approved by the United Nations Association of the United States of America UNA Broward Chapter (the "Chapter") for the purposes of protecting the Chapter's Board of Directors, officers, and committee chairs ("Chapter Leader") against conflicts of interest arising while serving in their leadership role, assisting in the development of policy, programs, and methods of communications among the Chapter's members, consulting with the Chapter, promoting membership affiliation with the Chapter, advocacy, educational programs, and campaigns. The Chapter Leader shall comply with the requirements of any federal or state law in addition to the requirements of this Policy.

The Chapter Leader acknowledges (i) the Chapter is part of a nationwide network of United Nations Association of the United States of America ("UNA-USA") chapters with revokable permission to use, as outlined in its affiliation agreement with UNA-USA, UNA-USA intellectual property and that (ii) UNA-USA is a program of the Better World Fund, Inc. ("BWF").

As a chapter of UNA-USA, the Chapter's mission is to align with (i) informing, inspiring, and mobilizing Americans to support the principles and vital work of the United Nations and to strengthen the United Nations system; (ii) encouraging U.S. leadership to work constructively through the United Nations in an effort to achieve the goals of the United Nations Charter; and, (iii) educating the American public about the invaluable work of the United Nations, raise funds and carry out local activities related to the United Nations, and recruit, engage, and retain members around the country. The Chapter is obligated to operate at all times in a manner consistent with, and in furtherance of, the tax-exempt purposes of the Chapter and cannot carry on any activities not permitted to be carried on by a corporation exempt from federal income taxation under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended from time to time (the "Code"), or which would jeopardize the Section 501(c)(3) status of the Chapter.

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Article II
Definitions

Section 2.1. Interested Person

Any representative or member of the Chapter who has a direct or indirect financial interest, as defined below, is an interested person ("Interested Person").

Section 2.2. Financial Interest

A person has a "financial interest" if the person has, directly or indirectly, through business, investment, or family, any of the following with respect to the fulfillment of the Chapter's purpose as described in Section 1.1 above:

a. an ownership or investment interest in any entity with which the Chapter has a transaction or arrangement, or
b. a compensation arrangement with the Chapter or with any entity or individual with which the Chapter has a transaction or arrangement, or
c. a potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Chapter is negotiating a transaction or arrangement.

"Compensation" includes direct and indirect remuneration, as well as gifts or favors that are not insubstantial, benefits, perquisites, reimbursements for personal expenses, or entitlements relating to personal uses of property or service rights of the Chapter.

Article III
Conflict Procedures

Section 3.1 Duty to Disclose

In connection with any actual or possible conflict of interest, an Interested Person must disclose the existence of his or her financial interest and all material facts to the Chapter's Executive

Committee ("Committee") or to the Board of Directors in the event the Chapter has not established such a Committee.

Section 3.2 Reviewing Potential Conflicts of Interest

After disclosure of the financial interest and all material facts, and after any discussion with the Interested Person, they shall excuse themselves from the Committee or Board meeting (as applicable, "Determining Body") while the determination of whether a conflict of interest exists is discussed and voted upon. The Determining Body or remaining Determining Body members, if the Interested Person is a Determining Body member, shall determine whether there is a reasonable belief a conflict of interest exists. An Interested Person may make a presentation at the Determining Body meeting, but after such presentation, they shall leave the meeting during the discussion of, and vote on, the transaction or arrangement which results in the possible conflict of interest. If the Determining Body reasonably believes, after exercising appropriate due diligence, a conflict of interest exists, the Determining Body shall then notify the Executive Committee. At the request of the Executive Committee, the Determining Body shall provide all information related to the potential conflict of interest to the Executive Committee, and the Interested Person shall be available to answer any inquiries made by the Executive Committee in connection therewith.

Section 3.3. Violations of the Conflict of Interest Policy

a. If the Determining Body has reasonable cause to believe that a member or representative has failed to disclose an actual or possible conflict of interest, it shall inform such person of the basis for such belief and afford such person an opportunity to explain the alleged failure to disclose.
b. After hearing the response of such a person and making such further investigation as may be warranted under the circumstances, if the Determining Body determines that the representative is an Interested Person and has failed to disclose an actual or possible conflict of interest, it may take appropriate disciplinary and corrective action.

Section 3.4. Confidentiality

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All information concerning actual or potential conflicts of interest on the part of Chapter Leaders shall be held in confidence unless the best interests of the Chapter dictate otherwise. Any disclosure beyond the Determining Body shall take place only upon majority vote of the Board.

Article IV
Records of Proceedings

Section 4.1. Determining Body Meeting Minutes

The minutes of the Determining Body shall contain the following:

a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the decision of the Determining Body as to whether a conflict of interest exists.

b. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection therewith.

Article V
Annual Statements

Section 5.1. Signing of Annual Statement

Each Chapter Leader shall annually sign a statement which affirms that such person:

a. has received a copy of this Policy,

b. has read and understands this Policy,

c. has agreed to comply with this Policy, and

d. understands that the Chapter is a charitable organization, and that for the Chapter to maintain its federal tax exemption, as well for BWF to maintain its group exemption if the Chapter receives exemption status as a subordinate organization under BWF's group exemption, it must engage primarily in activities which accomplish one or more of its stated charitable, educational, and scientific purposes and do not result in private inurement or unreasonable or excessive economic benefit to private individuals or entities.

Article VI

Use of Outside Experts

Section 6.1. In determining whether a conflict of interest exists, conducting the periodic reviews required by this Policy, the Chapter may, but need not, use outside advisors and consultants at its expense. If outside experts are used, their use shall be documented and maintained with the records of the Chapter.

Adopted by the United Nations Association of the United States of America UNA Broward Chapter on January 23, 2024, effective immediately.