



**THE COLLEGE CRUSADE**  
OF RHODE ISLAND

To: College Crusade Board of Directors  
From: Paul Moran, Acting Chair  
Date: June 30, 2009  
Subject: Ethics Compliance Reporting Form

On behalf of The College Crusade of Rhode Island Board of Directors, would you please complete the attached Confidential Ethics Compliance Reporting Form and return it to Jill Carr no later than July 15, 2009. The signed statement will be reviewed by the Finance and Administration Committee and kept on file.

This annual disclosure is intended to provide administrators with a systematic ongoing method of identifying potential conflicts or dualities of interest. It is recognized that dualities or conflicts of interest are inevitable in a community of our size; however, the Board must be assured that such dualities or conflicts do not diminish the achievement of the mission and objectives of The College Crusade of RI (the Crusade).

Full disclosure of any situation of which you may be in doubt should be made so as to permit an impartial and objective determination. It should be particularly noted that disclosure relates not only to yourself but also to your immediate family.

Thank you for your cooperation.

## **THE COLLEGE CRUSADE OF RHODE ISLAND CONFLICTS OF INTEREST**

It is the intent of the Board to ensure that its Directors and all other interested persons avoid conflicts of interest or the appearance of a conflict of interest when dealing with the Crusade. "Interested Person" means any person with an interest in the Crusade, whether as an officer, Director or paid consultant, and any other corporation, partnership, firm, association or other entity in which one or more Interested Persons are Directors or officers, or have a significant financial interest defined as constituting a 5% or greater share or valued at more than \$10,000. Interested Person includes the directors' father, mother, brother, sister, husband, wife, son, daughter, mother-in-law, father-in-law, grandmother, grandfather, grandchildren or any person living in the Directors' household.

### **Duty to Disclose**

All Directors shall annually submit in writing to the Chair of the Board a list of all businesses and other financial entities or organizations of which the Director, or a member of his or her immediate family, as defined above, is an officer, Director, trustee, member or agent, owner of a 5% or greater share or a share valued at greater than \$10,000, with which the corporation has or is contemplating entering into a relationship or transaction. This duty to disclose shall be ongoing and continuing. The Chair of the Board shall become familiar with the statements of all Directors and employees in order to guide his or her conduct should a conflict arise.

Except for contracts and transactions between this Crusade and any of its affiliate corporations, no transaction between this Crusade and one or more Interested Persons may be approved unless all of the following conditions are met:

a) All relevant and material facts that might reasonably be construed to be adverse by the Crusade's interest are disclosed in good faith in advance by such Director and

(b) The Board determines that the Director has made the disclosure and fully responded to questions concerning the matters referred to above and established that the contract or transaction is fair and reasonable to the Crusade.

(c) The Board authorizes such contract or transaction by a vote of at least a majority of the Directors present at a meeting at which a quorum is present, and such interested Director is not counted in determining the presence of a quorum or in determining the majority vote; and

(d) Such interested Director is not present at such time as the vote or decision is made.

### **Applicable Statutory Compliance**

The Board shall comply with all the requirements of state and federal law concerning ethics, including conflicts of interest.



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**ANNUAL CONFIDENTIAL ETHICS COMPLIANCE REPORTING FORM**

I hereby state that I and/or an Interested Person with whom I am associated, as defined in the Crusade's Conflict of Interest and Commitment policy have the following affiliations or interests and have taken part or would like to take part in the following transactions with the Crusade.

**Interests.** Gifts and Entertainment valued in excess of \$250.00. I hereby state that I and/or an Interested Person with whom I am associated, as defined in the Crusade's Conflict of Interest and Commitment policy have accepted or provided the following gifts or entertainment to Crusade employees or Directors.

**Crusade Resources.** I hereby state that I and/or an Interested Person with whom I am associated, as defined in the Crusade's Conflict of Interest and Commitment policy have used the following equipment, facilities, personnel, or other resources of the Crusade for non-Crusade activities as follows:

**Other.** I hereby state that I and/or an Interested Person with whom I am associated, as defined in the Crusade's Conflict of Interest and Commitment policy have the following interests that might appear to create a conflict of interest with my duty to the Crusade:

I recognize that I have an ongoing obligation to update this report with any new relevant activities or interests or which may be discovered.

Date: \_\_\_\_\_ Name: \_\_\_\_\_