### **Code of Conducts and Ethics for Opportunities For All**

This code of conduct is written to ensure the safety, and privacy of our members, volunteers, sponsors, and those who visit our events.

#### I. Personal and Professional Integrity

All members and volunteers of Opps4All will act with honesty, transparency, and integrity towards fundraising, and volunteer events. This includes but is not limited to:

- Honest Volunteer Hours Completed
- Determination Towards Projects
- Honest Management of Funds

### II. Support of Mission

Opportunities for All has a clear mission- to make our community a better place. This mission is to be supported by all volunteers and board members both in and out of volunteering. On behalf of this organization, it is expected of sponsors, members, and volunteers to positively represent our community.

# III. Governance and Accountability

The board of Directors is present to actively be responsible for our mission, finance, operations, outreach, and other policies of the organization. They oversee but are not limited to overseeing:

- Honest, reasonable, and diligent in organizational affairs.
- Oversees conflict of interest and enforces appropriate protection and benefit of the organization.
- Ensures that all funds are processed directly toward organizational needs.
- Ensures that the organization is inclusive and non-discriminatory.
- Ensures the ability to execute projects.

#### IV. Legal Compliance

This organization complies with all state and applicable laws and enforces them regularly.

#### V. Financial Stewardship

Funds are managed responsibly and prudently. This includes but is not limited to:

- Spends a reasonable percentage of the budget in pursuit of its projects/missions.
- Has reasonable fundraising costs and recognizes the variety of factors that effects costs.
- Ensures all finances are accurate.
- Ensures all spending practices and policies are reasonable and appropriate.

#### VI. Transparency and Disclosure

Opps4All provides the public with timely information regarding their intentions and projects. All information about the organization reflects the practiced policies and practices. All financial, and organizations programs are reported and accounted for in accurate respect.

#### VII. Program Evaluation

Opps4all evaluates the effectiveness of its program mechanisms and incorporates them into future programs/projects. This organization is accessible to change in the field and in its need of constituencies.

## VIII. Inclusiveness and Diversity

Opps4All has established a diverse range of members and has a policy of promoting inclusiveness and diversity. The organization takes meaningful steps in promoting its community.

## IX. Fundraising

Opps4All raises funds from the public and respects the rights of donors and sponsors. This includes, but is not limited to:

- Is informed of the missions, and the way resources will be used to their capacity.
- Donors and Sponsors receive appropriate acknowledgments and recognition.
- To have the opportunity the have names deleted from public records and mailing lists.
- Assures that information about donors and sponsors is kept confidential.

Opportunities for All is protected by California Federal Internal Revenue Code (IRC) section 501(c)(3) and California Revenue and Taxation Code section 23701d.