CREATIVE TRUST FOR ARTS & CULTURE
Board Conflict of Interest Policy

The Board of Directors of Creative Trust for Arts & Culture is responsible for approving all program decisions relating to admission, approval of Work Plans, continuing participation and financial awards, based on the recommendations of the appropriate committees and staff. These decisions will be made through processes based on the highest possible standards of transparency, consistency, and accountability for the public and private funds with which it has been entrusted. To preserve confidence in the integrity and impartiality of their decision-making process, board members must avoid any actual or perceived conflict of interest.

A board member would be in a conflict of interest situation if making a program decision in the areas listed above relating to a full-time employer, a client or an organization of which he or she is a board member.

Similarly, the board member has a conflict of interest where:
- He or she has a direct financial interest in the success or failure of a program decision
- A spouse/partner or immediate family member is a senior staff member, contractor or board member of the organization being considered
- They serve the organization being considered as a consultant in strategic or financial planning
- A board member judges he or she is unable, for any other reason, to assess the application objectively

Board members who have, or feel they could have, a conflict of interest must declare that conflict before the decision-making process begins. Conflict of interest disclosures should be made in writing, wherever possible, using a standard form. This disclosure is kept on file and maintained as an official record of Creative Trust.

Board members who have a conflict of interest must remove themselves from the room before the organization in question is discussed.

All board members must complete the standard disclosure form, even if they have nothing to disclose, to indicate that they have considered the situation.

Approved April 2003