

## **POLICY FOR HONOREE & GRANTEE COMMUNICATION**

Honorees, once their Nomination is approved by the Board, should only be approached by a member designated by the Executive Committee or the Chairman of the Board to invite them to accept the award.

Staff or Designated-Volunteers will need to communicate with Honorees or Grantees on occasion; however, they should only do this at the request of a member of the Executive Committee or the Chairman of the Board.

Hope Funds for Cancer Research's Trustees, Advisors, Committee members, Donors and their family members and related persons are **not** to approach a Hope Funds Honoree for any reason that is self-interested, either personal or professional. If a Trustee, Advisor, Committee member or Donor wishes to approach an Honoree in relation to a Hope Funds activity, written permission must be obtained from the Executive Committee or Chairman of the Board.

- Family includes = the individual's spouse, ancestors, children, grandchildren, great-grandchildren, siblings and spouses of children's grandchildren, great-grandchildren and siblings.
- Related person = A person who exercises substantial influence over your organization also exercises substantial influence over the other organization.

### **Violations of this Policy**

If the governing board or committee has reasonable cause to believe a member has contacted an Honoree out of personal interest or failed to obtain approval from the Executive Committee to approach an Honoree for the Hope Funds, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to comply.

If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to comply, it shall take appropriate disciplinary and corrective action.