The **Grant Professionals Association (GPA)** is a professional association dedicated to the advancement of grantsmanship as a profession and the support of its practitioners as ethical and qualified grant professionals.

### Mission Statement
The Grant Professionals Association builds and supports a community of grant professionals committed to serving the greater public good.

As a Director of the GPA, I assure to the Board and its membership that I will adhere to the following legal and ethical practices.

### Non-Discrimination in Board Actions
GPA does not discriminate in its provision of services due to race, color, religion, national origin, ancestry, ethnic group identification, sex, age, sexual orientation, and/or condition of physical or mental disability in accordance with requirements of Federal and State Laws.

### Equal Opportunity Policy
GPA is an equal opportunity employer. All recruiting, screening, hiring, training, promotion, transfer, and conditions of employment will be conducted without discrimination due to race, creed, color, sex, national origin, age, ancestry, marital status, sexual orientation or other protected classifications.

### Confidentiality
It is the policy of GPA that certain business and professional affairs of the organization are considered confidential and, as such, the Board of Directors shall not discuss information concerning the activities or operations of the organization with persons who are not employees, consultants or other members of the Board of Directors at any time. This policy includes confidential information that is not generally known about GPA regarding its operating procedures, finances and databases, as well as its members, employees and suppliers. Failure to comply with this requirement will result in termination from the Board.

### Board of Directors Conflict of Interest Statement
The GPA Board of Directors adheres to a strict conflict of interest code that supports current law and ethical practices. It is the responsibility of each Board member to notify the President or Committee Chair in writing should an actual or potential conflict of interest arise with respect to any subject requiring action by the Board of Directors of GPA, any of its committees or task forces. Moreover, Directors may not participate in the deliberations nor vote on any subject in which an actual or potential conflict of interest is perceived.

### Ethical Conduct
The GPA Board of Directors adheres to a strict code of ethics that is publicly promulgated by the organization. Moreover, the GPA Board of Directors adheres to the bylaws of the organization. All Board Members are expected to publicly and privately promote the GPA Code of Ethics at all times.
Board Members may not, while serving on the Board or thereafter, use any information obtained during his or her tenure on the Board for personal, commercial or financial gain.

Board Members may not, while serving on the Board or thereafter, use the GPA name, logo or image for personal, commercial or financial gain.

GPA Board Members are expected to engage in behavior becoming a director of an international professional organization. Board Members will follow common rules of courtesy, including active listening; active and civil participation in discussions; acknowledging the value of other’s ideas, even when discussing controversial issues; seeking consensus, agreement, and/or agreement-to-disagree; and avoiding sarcasm, coercion, insult or expressions of anger or other negatively affected behaviors. These common rules of courtesy will be followed during and between Board meetings, and in all interactions with members of GPA for the good of the organization. Failure to adhere to common rules of courtesy is grounds for removal from the Board.

Fiduciary and Legal Responsibility
The GPA Board of Directors recognizes that it has fiduciary and legal responsibility to the organization. In order to effectively meet these responsibilities, each Board member is expected to attend Board meetings regularly and to serve on no less than one committee. More specifically, each member recognizes that he or she is:

- Legally responsible, along with other Board Members, for the organization. To this end, each member is expected to be knowledgeable about and adhere to GPA's bylaws, policies, programs, finances, and management.
- Fiscally responsible, with other Board Members, for the organization and, as such, will understand the budget and take an active part in reviewing, approving, and monitoring the budget.
- Morally responsible for the overall health and well-being of the organization.

Although fiscally and legally responsible for the organization, Directors do not have authority to legally bind the corporation, with the exception of the President. In addition, Directors may not sign bank checks, payroll checks and other debit-related vehicles, with the exception of the President and the Treasurer or designee.

Time Commitment and Responsiveness to the Organization, Fellow Directors and the Membership
GPA has an eleven-member board charged with the task of overseeing and carrying out Board duties that are designed to maintain a professional association, grow the organization and publicly promote the field of grantsmanship. To this end, Board Members are expected to allocate sufficient time to conduct committee work, prepare and attend Board meetings, and respond to others in a timely and professional manner. GPA defines a "timely manner" as generally "within 48 hours." When Board Members must miss a meeting, they must make sure that their individual responsibilities are carried on and that they are in continued communication with other Board Members. Per the GPA Board Member Attendance Policy if a Board member is absent for three or more scheduled board meetings during their term, they may be removed by the Board of Directors per the GPA Bylaws.
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Responsibilities of GPA
So that Directors may carry out their duties and meet their obligations as defined in this document entitled GPA Letters of Assurance, GPA agrees to provide each member of the Board with the following:

- Access to the officers and staff of GPA, as needed, for proper operation of the Board.
- Ample notice of all meetings.
- Minutes of all Board meetings.
- Relevant information to conduct his or her job as a Board Member.
- Access to review all GPA business documents (agreements, contracts, etc.) at GPA headquarters.
- Indemnification from liability for a Board Member’s reasonable and necessary actions, which do not result from negligence or misconduct.
- Reimbursement for expenses per GPA travel policy for authorized travel when conducting and tending to GPA business.

Signature
As a Board Member of the GPA, I do hereby acknowledge that I have read the above Board Assurances document and agree that I will abide by its provisions without reservation.

By signing this document, I understand that as a member of GPA Board of Directors if I am not able to adhere to these assurances, I will offer my resignation either voluntarily or at the request of the President.

________________________________________   ________________________
Signature         Date

________________________________________
Print Name