

# THE GRANT PROFESSIONALS CODE OF ETHICS

The Grant Professionals Association (GPA), a nonprofit membership association, is committed to serving the greater public good by practicing the highest ethical and professional standards. Ethics refers to the rules or standards governing the conduct of a person or members of a profession.

The GPA Code of Ethics is based on the premise that we regard all individuals regardless of age, gender, gender identity, race, culture, disability or ability, professional status, religion, sexual orientation, geographic location, or any other characteristic integral to a diverse and inclusive membership. The Code of Ethics affirms an atmosphere of encouragement and mutual respect within all aspects of the grants profession. We are committed to being an organization where our members demonstrate diversity, equity, and inclusion in all they do.

Members have joined forces to be the leading authority and resource for the practice of the grants profession in all sectors of the field. Membership in this association promotes positive relationships between grant professionals and any stakeholders, provides a vehicle for grant professionals to gain professional growth and development, and enhances the public image and recognition of the profession within the greater philanthropic, public, and private funding communities.

## **Members, among others, are to:**

- Practice one's profession with the highest sense of integrity, honesty, and truthfulness to maintain and broaden public confidence
- Adhere to all applicable laws and regulations in all aspects of the grants profession
- Continually improve one's professional knowledge and skills
- Promote positive relationships between grant professionals and all stakeholders
- Value the privacy, freedom, choice, and interests of all those affected by one's actions
- Ensure that funds are solicited according to funder's program guidelines
- Adhere to acceptable means of compensation for services performed; pro bono work is encouraged
- Become leaders and role models in the field of the grants profession
- Encourage colleagues to embrace and practice GPA's Code of Ethics and Standards of Professional Practice

## **Standards of Professional Practice:**

As members respect and honor the above principles and guidelines established by the GPA Code of Ethics, any infringement or breach of standards outlined in the Code are subject to disciplinary sanctions, including expulsion, to be determined by a committee confirmed by the GPA Board of Directors.

## **Professional Obligations:**

1. Members shall act according to the highest ethical standards of one's institution, profession, and conscience.
2. Members shall obey all applicable local, state, provincial, and federal civil and criminal laws and regulations.
3. Members shall avoid the appearance of any criminal offense or professional misconduct.
4. Members shall disclose all relationships that might constitute, or appear to constitute, conflicts of interest.
5. Members shall not be associated directly or indirectly with any service, product, individuals, or organizations in a way that they know is misleading.
6. Members shall not abuse any relationship with a donor, prospect, volunteer, or employee to the benefit of the member or the member's organization.
7. Members shall recognize one's individual boundaries of competence and be forthcoming and truthful about one's professional experience, timely and accurate business practices, knowledge, and expertise. This includes not presenting misleading credentials.
8. Members shall continually strive to improve one's personal competence.

9. Members shall engage professionally with peers, colleagues, participants, and the public at large in a manner that is consistent with GPA's professional standards regarding diversity, equity, and inclusion, and is respectful of all individuals.

## **Solicitation and Use of Funds:**

10. Members shall take care to ensure that all solicitation materials are accurate and correctly reflect the organization's mission and use of solicited funds.
11. Members shall, if applicable, take care to ensure that grants are used in accordance with the grant's intent and that timely reports accurately describe the management of such funds.
12. Members shall obtain explicit consent from the grantor before altering the conditions of grant agreements.

## **Presentation of Information:**

13. Members shall not disclose privileged information to unauthorized parties. Information acquired from an organizations' participants is confidential. This includes verbal and written disclosures, records, social media, and video or audio recordings of an activity or presentation without appropriate releases.
14. Members shall not plagiarize in any professional work, including, but not limited to: grant proposals, journal articles/magazines, scholarly works, advertising/marketing materials, social media, websites, and, scientific articles.
15. Members are responsible for knowing and adhering to the confidentiality regulations applicable to one's specific work environment.
16. Members shall use accurate and consistent accounting methods that conform with generally accepted accounting principles for one's specific work environment.

## **Compensation:**

17. Members shall work for a salary/wage or fee. Pro bono work is also allowable.
18. Members may accept performance-based compensation, such as bonuses, provided such bonuses are in accordance with prevailing practices within the members' own organizations and are not based on a percentage of grant monies.
19. Members shall not accept or pay a finder's fee, commission, or percentage compensation based on grants and shall take care to discourage organizations from making such payments.
20. Compensation should not be written into grants unless allowed by the funder.