

Whistleblower Policy

Modifications proposed on 11-16-2009

The Billy Foundation encourages all Billy Foundation Board members, staff (whether paid or volunteer), portfolio holders, general coordinators and others (hereafter referred to as “Potential Whistleblowers”) to report what they believe in good faith to be illegal, unethical or inappropriate events, behaviors or practices (hereafter referred to as “inappropriate activity”) which occurs under the auspices of the Billy Foundation or at events sponsored by our organization.

The Billy Foundation promises to make every effort to ensure that Potential Whistleblowers will not face retribution for making a good faith report of inappropriate activity. Good faith means the Potential Whistleblower had an honest belief in his/her report, with no malice or intention to damage or defraud another or the organization or to obtain an improper advantage.

To these ends, the Billy Foundation adopts the following procedures and suggestions for reporting:

1. Potential Whistleblowers should promptly report suspected or actual inappropriate activity to both (a) the coordinator, portfolio holder, or other person in charge of the event or managing the location at which the inappropriate activity occurred, and (b) any member of the Billy Foundation Board of Directors present at the event or location where the activity occurred.
2. If a Potential Whistleblower is unable, uncomfortable or otherwise reluctant to report the inappropriate activity to persons at the event location, then the Potential Whistleblower is encouraged to report the inappropriate activity to the Resource Coordinator or any Billy Foundation Board member as soon as is practical.
3. In addition to any reports a Potential Whistleblower may make under this policy, crimes against person or property, such as assault, rape, burglary, etc., should immediately be reported to local law enforcement personnel.
4. A Potential Whistleblower may disclose his/her identity or may submit a report anonymously.
5. A Potential Whistleblower shall receive no retaliation or retribution for a report that was made in good faith. Any Potential Whistleblower who feels that adverse action has been taken toward him or her due to a report of inappropriate activity should immediately notify any officer of the Billy Foundation regarding this retaliation.
6. A Potential Whistleblower who makes a report that is in bad faith or knowingly false, or who otherwise abuses this policy is subject to discipline. This discipline may include termination by the Billy Foundation of the whistleblower’s employment, office, or Board membership.
7. Anyone who retaliates against a Potential Whistleblower who has made a good faith report of inappropriate activity is subject to discipline, including termination of Billy Foundation Board, volunteer or employee status.
8. Board members and any other persons who receive a report of inappropriate activity pursuant to paragraphs 1 or 2, above, or who receive notice that retaliation has occurred,

must promptly act to investigate and/or resolve the issue. Such persons should relay the report or notice, along with their investigative findings and the results of any attempts at resolution, to the Billy Foundation Board of Directors.

- 9.** Following the initial receipt of a Potential Whistleblower report or a notice of retaliation, the Billy Foundation Board shall transmit to the whistleblower a formal response regarding the status of the investigation, disposition or resolution of the issue.