

## **Transparency and Public Reporting Policy UW-Stevens Point Foundation, Inc. (the “Foundation”)**

### **1. Purpose**

- 1.1. The Board of Directors of the UW-Stevens Point Foundation, Inc. (the “Foundation”) believes in transparency and accountability to donors, alumni, and friends of UW-Stevens Point, and the public, by making information available on the Foundation’s governance structure, governance policies and documents, financial condition as reflected in audited financial statements, and major programs.
- 1.2. However, the Foundation is not subject to the control of the University of Wisconsin System and will assess and adopt policies and standards the Board of Directors deems appropriate. Foundation information is the express property of the Foundation.
- 1.3. Notwithstanding the dedication to the fundamental importance of transparency the Foundation also recognizes that some aspects of its operations need to be kept confidential. Thus, certain types of information (e.g. donor and business information items) are protected when unrestricted availability would be detrimental to its operation. Such information includes verbal or non-verbal communication or information recorded on paper or electronically recorded.
- 1.4. The Board of Directors of the UW-Stevens Point Foundation, Inc. adopts this policy in order to strengthen its existing policies and procedures and maintain and exemplify “best practices” of non-profit governance.
- 1.5. The Foundation supports Internal Revenue Service requirements regarding public disclosure of the Foundation’s IRS Form 1023 exemption application and annual reporting IRS forms.

### **2. Information Available to the Public**

- 2.1. The Foundation shall post on its website the following information and Board-approved documents in a timely manner:
  - 2.1.1. Governance Documents, including:
    - 2.1.1.1. A list of current officers and directors of the Foundation;
    - 2.1.1.2. Articles of Incorporation;
    - 2.1.1.3. Bylaws;
    - 2.1.1.4. Charters of Standing Committees – Executive Committee, Finance and Investment Committee, and Governance Committee;
    - 2.1.1.5. Conflict of Interest Policy;
    - 2.1.1.6. Whistleblower Policy.
  - 2.1.2. Financial and IRS Documents, including:
    - 2.1.2.1. IRS form 1023 exemption application;
    - 2.1.2.2. IRS form 990 and 990T; and
    - 2.1.2.3. Audited financial statements.

### **3. Oversight**

- 3.1. The UW-Stevens Point Foundation Governance Committee has responsibility for oversight of compliance with this Policy.
  - 3.1.1. Changes and updates of this policy will be submitted to the Executive Committee and Full Board for approval.

**4. Delegation of Authority for Website Management**

- 4.1. The Foundation delegates to the Executive Director the authority to manage the Foundation website in accordance with this policy and with the further objectives of informing the Foundation’s donors, alumni, and the public of the Foundation’s major activities and programs and providing information that supports the Foundation’s mission.

This policy was recommended by the UW-Stevens Point Foundation Governance and Executive Committees and Approved by the UW-Stevens Point Foundation Board of Directors on February 14, 2020.

\_\_\_/s/ Peter Crawford \_\_\_\_\_  
UWSPF Board President

\_\_\_/s/ Debra Marten \_\_\_\_\_  
UWSPF Board Secretary