



Housing Unlimited, Inc. CODE OF ETHICS

Mission

The mission of the Housing Unlimited is to address the housing crisis for adults in mental health recovery who reside in Montgomery County by:

- Providing permanent, affordable housing opportunities
- Empowering people to live independently
- Helping people move from substandard housing
- Helping people move from their aging parents' homes
- Providing public education, advocacy and community linkage
- Bringing persons who need housing together in partnerships.

Code of Ethics

Given its mission, Housing Unlimited has adopted a code of ethics to guide its board members, committee members, staff, interns and volunteers in their conduct when acting on behalf of Housing Unlimited. The Code contains broad principles reflecting the types of behavior Housing Unlimited expects towards tenants, applicants, donors, employees, peers and the public.

This policy is not intended as a stand-alone policy. It does not embody the totality of Housing Unlimited's ethical standards, nor does it answer every ethical question or issue that might arise. Rather, it is one element of a broader effort to create and maintain a quality organization that gives ethical conduct the highest priority. This Code will be reviewed periodically.

Board members, committee members and staff should:

1. Listen to our stakeholders and make all reasonable efforts to satisfy their needs and concerns within the scope of our mission, and to strive for excellence and innovation and demonstrate professional respect and responsiveness to constituents, donors and others.
2. Make an effort to understand, respect and support our constituents from other cultures, exemplified by the contributions of our staff and executive leadership, and to contribute to an organizational culture that respects the diverse, individual contributions of staff and leadership.
3. Respect the confidentiality of sensitive information about Housing Unlimited, its tenants, applicants, donors, board members and employees.

HousingUnlimited, Inc. has received Maryland Nonprofits' Seal of Excellence for completing the Standards of Excellence Program. We proudly display this logo to demonstrate our commitment to upholding the highest standards of ethics and accountability in the nonprofit sector.



4. Comply with applicable federal, state and local laws, regulations and fiduciary responsibilities in an effort to create transparency in all of our operations.
5. For the board of directors, provide credible and effective oversight to the organization's work without personal bias.
6. Not accept commissions, gifts, payments, loans, promises of future benefits or other items of value from anyone who has or may seek some benefit from Housing Unlimited in return, other than occasional gifts of nominal value that are in keeping with good business ethics.
7. Abide by the governing documents and policies of the Housing Unlimited.
8. Be accountable for adhering to this Code of Ethics.
9. Adhere to Housing Unlimited's Conflict of Interest Policy.
10. Act at all times in accordance with the highest ethical standards and in the best interest of Housing Unlimited, its tenants, applicants, donors and reputation.
11. Openly and honestly tell the truth.
12. Honor our commitments and promises to the best of our abilities.
13. Appropriately acknowledge contributions from other individuals and organizations who help facilitate our goals.
14. Not be deceptive in fundraising activities.
15. Not lobby with the intent to influence individual candidates.

Compliance, Monitoring and Reporting

Housing Unlimited management is responsible for communicating this Code of Ethics to all members of the board of directors, standing committee members, as well as staff, interns and volunteers and for ensuring its adherence at all times.

HousingUnlimited, Inc. has received Maryland Nonprofits' Seal of Excellence for completing the Standards of Excellence Program. We proudly display this logo to demonstrate our commitment to upholding the highest standards of ethics and accountability in the nonprofit sector.