

**United Way of Whitman County
Financial Reporting Form**

Organization: _____

Fiscal Year End: _____

	2020	Proposed Budget 2021
Revenue		
Contributions (donations)		
Net Revenue from Fundraising		
United Way of Whitman County Funding		
Other United Way Funding		
Government Grants		
Other Grants		
Membership & Program Service Fees		
All other Revenue		
TOTAL REVENUE		

EXPENSES		
Salaries & Wages		
Employee Benefits		
Payroll Taxes		
All other Expenses		
TOTAL EXPENSES		

NET INCOME		
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Whistleblower Policy

United Way of Whitman County (UWWC) relies on all associated persons to conduct themselves in accordance with the requirements and spirit of this policy and report questionable matters without fear of retaliation. This Whistleblower Policy is a control to further safeguard the integrity of UWWC and expects all associated persons (employees, board members, volunteers, agents, and organizations) to act in accordance with the highest ethical standards in performance of responsibilities. UWWC is committed to fair, accurate and transparent accounting of financial matters and compliance with applicable laws. UWWC recognizes its responsibility of stewardship for resources and the support which enables it to pursue its mission.

POLICY

This policy is intended to cover serious concerns that have a significant impact on UWWC. Examples of actions or behaviors to be reported include, but are not limited to:

1. Deliberate error in the preparation, evaluation, review or audit of financial statements or records;
2. Stealing or misappropriation of funds or assets;
3. Billing for services not performed or for goods not delivered;
4. Intentional violations of laws, regulations, accounting standards and controls or policy.

PROCEDURES

The procedures associated with this policy are intended to provide a mechanism for an employee, board member, volunteer, or organization to be able to submit a good faith complaint. Whistleblower complaints may be submitted to the Executive Director, the Board President, or the Board Vice President. All complaints will be taken seriously, addressed in a reasonable time, and in a manner intended to protect reporting persons from unlawful retaliation and discrimination. Employees acting in good faith who report suspected violations will not suffer adverse employment actions. Anyone receiving services or funding from UWWC who in good faith reports violations will not suffer adverse service actions. The confidentiality of the whistleblower will be maintained; however, their identity may have to be disclosed to conduct a thorough investigation, or to comply with the law. Any whistleblower who believes they are being retaliated against may contact the Board President or Vice President. The right of a whistleblower for protection against retaliation does not include immunity for any personal wrongdoing.

Print name: _____

Title: _____

Signature: _____

Date: _____

Anti-Terrorism Agreement

Anti-Terrorism Compliance and Charitable Status

In compliance with the USA Patriot Act and other counterterrorism laws, “I hereby certify on behalf of the organization that all funds and donations received from UWWC will be used in compliance with all applicable anti-terrorist financing and asset control laws, statutes, and executive orders.”

Print name: _____

Title: _____

Signature: _____

Date: _____