

## Mission

The mission of Musica Nova, Inc. is to play great new, neglected, and traditional music, introduce the finest young artists, and give you the greatest musical experience you've never had – yet.

## Code of Ethics

Musica Nova, Inc. has adopted this Code of Ethics to guide its board members, officers, operational managers, and volunteers when acting on behalf of the organization. The Code contains broad principles reflecting the types of behavior Musica Nova, Inc. expects towards constituents, donors, employees, peers and the public.

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

Board members, officers, operational managers, and volunteers shall:

1. Listen to our stakeholders and make all reasonable efforts to satisfy their needs and concerns within the scope of our mission; strive for excellence and innovation; and demonstrate professional respect and responsiveness to constituents, donors and others.
2. Contribute to an organizational culture that respects the diverse, individual contributions of all MusicaNova constituents.
3. Respect the confidentiality of sensitive information about MusicaNova, its constituents, artists, donors, board, officers, operational managers, and volunteers.
4. Comply with applicable federal, state, and local laws, regulations, and fiduciary responsibilities to ensure 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. Accept no commissions, gifts, payments, loans, promises of future benefits or other items of value from anyone who has or may seek in return some benefit from Musica Nova, Inc., other than occasional gifts of nominal value that are in keeping with good business ethics.
7. Abide by the governing documents and policies of MusicaNova, Inc.
8. Be accountable for adhering to this Code of Ethics.
9. Implement and follow a Conflict of Interest Policy.
10. Implement and follow a Whistleblower Policy.

11. Act at all times in accordance with the highest ethical standards and in the best interest of MusicaNova, Inc. and its reputation, and the interests of its artists, constituents, donors, board, officers, operational managers, and volunteers.
12. Openly and honestly tell the truth.
13. Honor personal and organizational commitments and promises to the best of our abilities.
14. Appropriately acknowledge contributions from other individuals and organizations that help facilitate our goals.
15. Be truthful in our fundraising activities and in relationships with artists, educational partners, vendors, and donors.
16. Advocate for all nonprofit organizations, without focus on issues specific to a single organization, and being respectful to the sector as a whole.

**Compliance, Monitoring and Reporting**

Musica Nova, Inc. Board of Directors is responsible for communicating this Code of Ethics to all directors, officers, committee members, operational managers, and volunteers and for ensuring its adherence at all times.

This Policy is adapted from templates provided by the National Council of Nonprofits and was approved and implemented by the Musica Nova, Inc. Board of Directors on:

(date) \_\_\_\_\_.

**CODE OF ETHICS – DISCLOSURE FORM**

This form must be completed by all members of the board of directors, standing committee members, as well as staff, staff interns and staff volunteers upon their joining the organization.

The undersigned, by their affixed signature, accept and agree to abide by the Musica Nova Inc. Code of Ethics policy.

<b>Signature</b>	
<b>Printed Name</b>	
<b>Role within the organization *</b>	
<b>Date</b>	

\* Board member, officer, operational manager, volunteer, etc.