

Esther Funds Foundation National Code of Conduct and Chapter Governance Policy

A legally binding agreement for all collegiate chapters, members, leaders, and advisors



Esther Funds Foundation National Code of Conduct and Collegiate Chapter Policy Agreement

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Introduction and Purpose

The Esther Funds Foundation (EFF) is a Christ-centered nonprofit organization that provides support and advocacy for college students, with a particular focus on increasing graduation rates among underrepresented, low-income, and first-generation students. With chapters across college campuses, the Foundation operates as both a ministry and a leadership initiative, empowering students to overcome barriers and complete their education.

As EFF continues to grow and be implemented across various campuses, it is critical that we maintain a unified, enforceable, and legally sound Code of Conduct that protects the organization, its brand, and the students and advisors who represent it. This Code of Conduct is applicable to **all individuals affiliated with EFF collegiate chapters**, including but not limited to: executive board members, general body members, volunteers, ambassadors, royal court members, advisors, campus collaborators, and any student or professional participating in chapter functions.

This document outlines the behavioral, ethical, financial, and legal expectations required of every individual engaging in EFF chapter-related activity. This is not a flexible or optional guideline—compliance is **mandatory** and foundational to maintaining national recognition as a chapter. By participating in EFF, members and affiliates agree to uphold the values of Christ, Leadership, Impact, and Belonging and to operate with a commitment to personal integrity, spiritual accountability, and organizational alignment.

Violations of this Code of Conduct may result in formal warnings, probation, removal from the organization, blacklisting from future affiliation, and, when necessary, legal reporting to campus

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or civil authorities. Advisors are also expected to read and abide by this document and will be held to the same ethical and behavioral standards as student members. This is a binding document, and its standards must be met for continued participation in the Esther Funds Foundation.

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Agreement of Participation and Legal Protection

Scope and Applicability

This section establishes the binding agreement entered into by any individual affiliated with Esther Funds Foundation (EFF) through its collegiate chapters. This includes, but is not limited to: executive board members, general body members, volunteers, campus ambassadors, royal court participants, chapter founders, and official campus advisors. Participation in any capacity—whether formal or informal, temporary or ongoing—binds the individual to this Code of Conduct, its enforcement procedures, and all national guidelines issued by EFF headquarters.

Voluntary Affiliation and Responsibility

Participation in EFF is entirely voluntary. However, once an individual has chosen to engage with the organization in any capacity, they are no longer operating in a personal or private context. All words, actions, and decisions made while representing EFF—online or offline—fall under the scrutiny and jurisdiction of this national policy.

By submitting a membership application, accepting an appointed or elected position, joining an EFF GroupMe or Slack channel, participating in a GroupMe chat, representing EFF at a campus fair or event, creating content for EFF social media, or leading or attending EFF-sponsored meetings or initiatives, the participant acknowledges that:

- Their behavior reflects directly on a national nonprofit organization.
- Their actions may impact EFF's reputation, legal standing, donor trust, and community presence.

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- Their compliance with this Code of Conduct is not optional but **mandatory**.

Advisor Responsibilities

Advisors serve as institutional liaisons and leadership mentors and are equally subject to the principles in this policy. Each advisor agrees to:

- Remain informed about chapter events and activities.
- Be available for consultation and guidance for chapter leadership.
- Ensure that university policies, EFF national policies, and ethical procedures are followed.
- Uphold impartiality in disputes or leadership decisions and not interfere with internal leadership functions unless violations or risks are present.
- Be present (or provide written guidance) for critical events such as elections, disciplinary procedures, or fundraisers.

Advisors who fail to comply with their responsibilities, or who contribute to or ignore misconduct within a chapter, may be referred to their university's office of student affairs or may be replaced at the discretion of EFF national leadership.

Affirmation of Legal Boundaries and Non-Liability

By participating in EFF, all individuals acknowledge and agree that:

- Esther Funds Foundation is not liable for any personal misconduct, negligence, or illegal activity committed by individual members, advisors, or leaders.

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- EFF is not responsible for injury, trauma, or loss experienced at unofficial events, third-party collaborations, or social gatherings held without national approval.
- EFF is not responsible for financial transactions or fundraisers conducted outside of approved platforms, processes, or oversight.
- Legal actions resulting from harassment, discrimination, injury, defamation, fraud, or misrepresentation will be directed at the individual responsible—not the organization as a whole.

This protects EFF as a registered nonprofit from legal action, reputational damage, and student-led liability that may occur due to poor conduct or misuse of authority.

Confidentiality, Brand Protection, and Representation

By affiliating with EFF, each participant agrees not to:

- Misrepresent the foundation's mission, logo, values, or name.
- Speak on behalf of the organization without approval from chapter or national leadership.
- Share confidential planning materials, strategy documents, or internal conflicts with individuals outside the organization.
- Create unauthorized email addresses, websites, or merchandise using EFF's name or likeness.
- Use EFF affiliation to gain influence, status, or opportunities under false pretenses.

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Students, advisors, and collaborators are expected to maintain the dignity of the foundation and its mission in all forms of communication, including private group chats, campus events, third-party collaborations, and university publications.

Duration and Renewal of Agreement

This agreement is valid for the entire duration of one's involvement with EFF. However, it must be reaffirmed annually by all active members, advisors, and chapter leaders through either a digital acknowledgment system or signed document issued by EFF headquarters. Continued participation in chapter activities implies ongoing acceptance of the most current version of this policy.

Failure to acknowledge this agreement, either through negligence or refusal, may result in temporary suspension from EFF activities or permanent removal from leadership roles.

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Professional and Personal Conduct Expectations

Overview

Every member, leader, advisor, and affiliated participant of Esther Funds Foundation (EFF) is expected to embody a standard of professionalism, personal integrity, and spiritual alignment at all times. This expectation is not limited to official meetings and events but extends to all forms of communication, social media behavior, personal interactions, campus collaborations, and digital engagement under the banner or association of EFF.

EFF is a mission-driven, faith-based organization. As such, conduct must not only comply with university and nonprofit standards but also reflect biblical principles, emotional maturity, and respect for those we serve. All individuals participating in EFF chapters are viewed as ambassadors of the organization's values—whether or not they hold an official title.

This section outlines in detail the character, communication, and relational expectations that apply to everyone under EFF affiliation.

Expected Professional Conduct

All participants must demonstrate the following:

- **Respectful Communication:** All emails, texts, DMs, and in-person conversations must reflect respect and professionalism, even when addressing disagreement or giving feedback. Sarcasm, condescension, passive-aggressive language, and gossip are considered unprofessional and harmful to organizational culture.

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- **Conflict Resolution:** Conflicts should be addressed directly, calmly, and privately when possible, following a Matthew 18 approach: speak to the person first, then involve a leader, and escalate only if necessary. Public arguments, vague social media posts, or third-party gossip will not be tolerated.
- **Reliability and Follow-Through:** Leaders and members must show up to meetings, events, and assignments on time, prepared, and with clear communication. Missing events without notice, being consistently late, or failing to fulfill responsibilities reflects poorly on the entire chapter.
- **Emotional Maturity:** EFF is not responsible for managing emotional outbursts, repeated disruptions, or relational drama among members. Participants are expected to process their feelings in a healthy way, seek guidance when needed, and avoid bringing personal emotions into group environments in a harmful or distracting way.
- **Appropriate Attire and Behavior:** At all EFF events or meetings, students should dress modestly and appropriately based on the occasion. Overly revealing, offensive, or inappropriate attire is not permitted when representing EFF. Inappropriate gestures, disrespectful jokes, or flirting in group spaces are also prohibited.
- **Boundaries and Leadership Submission:** Members must honor the authority of executive board members, advisors, and national leadership. Disagreement is allowed; dishonor is not. If students strongly disagree with a decision, they may respectfully bring concerns to an advisor, but insubordination or refusal to comply may lead to disciplinary action.

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Expected Personal Conduct

Though EFF does not govern the private lives of students, individuals who represent the foundation must demonstrate integrity in their personal walk. This includes:

- **Integrity Outside of Meetings:** Members are expected to act in alignment with EFF's values in classrooms, social spaces, and online. If a member consistently displays toxic behavior or contradicts the core principles of the organization in public or private, leadership may intervene.
- **Private Relationships:** Romantic relationships between members are not prohibited, but they must not disrupt chapter unity, leadership dynamics, or create inappropriate displays of affection during events. Advisors should be informed of any relationships that might create a conflict of interest within executive roles or decision-making bodies.
- **Substance Use and Party Culture:** While EFF does not police lifestyle choices, individuals who are publicly associated with EFF must refrain from promoting drug use, binge drinking, or party culture on social media or during EFF-related events. Students who attend under the influence of drugs or alcohol will be immediately removed.
- **Respect for All Backgrounds:** Though EFF is a Christian organization, it serves and includes students from all racial, ethnic, socioeconomic, gender, and denominational backgrounds. Any form of bias, exclusion, or prejudice—whether verbal, behavioral, or implied—will be grounds for immediate disciplinary review.

Digital Behavior Standards

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As a digital generation, members of EFF must recognize that their online behavior is a reflection of their leadership and character. This includes:

- Avoiding arguments, slander, or rants online.
- Refraining from posting about other members or EFF-related issues indirectly (e.g., “subtweets” or vague Instagram captions).
- Not reposting inappropriate or offensive content while visibly associated with EFF (e.g., bio mentions, chapter tags).
- Keeping internal business, group chat drama, or sensitive updates **off social media** entirely.

Screenshots, secrets, or behind-the-scenes materials may not be leaked or shared without approval from leadership.

Accountability Culture

EFF does not seek perfection but expects growth. When a member struggles to uphold these expectations, leadership will provide grace, guidance, and accountability. However, when a pattern of disrespect, unreliability, or toxicity develops, disciplinary measures will follow.

Members who consistently:

- Show up late or not at all
- Disrespect leaders or advisors
- Cause confusion or drama

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- Prioritize self over the mission may be placed on a behavior plan or removed altogether, depending on the situation.

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Financial Accountability and Fundraising Protocol

Overview

Esther Funds Foundation (EFF) operates as a registered 501(c)(3) nonprofit organization. As such, all financial activity—whether occurring at the national or chapter level—must reflect the highest standards of legal compliance, stewardship, ethical fundraising, and transparency. This includes all money raised, spent, stored, or transferred in the name of EFF.

Chapters are not independent entities. Every collegiate chapter operates under the umbrella of EFF National Headquarters and therefore must align with federal nonprofit regulations and any applicable campus financial policies. This section outlines the detailed expectations for financial handling, documentation, fundraising, and accountability for all chapter-affiliated persons, including presidents, treasurers, executive board members, and advisors.

Misuse of funds—whether accidental or intentional—can result in disciplinary action, removal from leadership, deactivation of chapter status, campus referral, and legal investigation depending on severity.

Chapter-Level Financial Governance

Each chapter is required to have a treasurer or financial chair who works alongside the chapter president and campus advisor to manage funds. If a treasurer has not been appointed, the responsibility falls directly to the chapter president until one is selected and trained.

Chapters must:

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- Open and maintain a university-approved agency account or use a system approved by the national office or student affairs (no personal accounts are to be used).
- Maintain a transparent, up-to-date ledger of all income and expenses, accessible to the chapter advisor and national headquarters upon request.
- Record all donations, ticket sales, merchandise revenue, reimbursements, and event expenses with proof (e.g., receipts, screenshots, forms).
- Keep all receipts and transaction records for a minimum of one year for audit or review purposes.

Funds must be used **exclusively** for chapter operations, including events, outreach, scholarship funds, marketing, and leadership development. Any misuse, misreporting, or unauthorized personal use of funds will result in immediate investigation.

Fundraising Protocol

All fundraising conducted under the EFF name must be pre-approved. This includes in-person and digital fundraising, raffles, social media donation drives, tabling fundraisers, ticketed events, and collaborative financial campaigns.

Before launching any fundraiser, chapters must:

1. Submit a fundraising request form to the chapter advisor and copy EFF headquarters.
2. Provide clear details: what the fundraiser is for, who will handle the money, how it will be collected, and how it will be spent.
3. Receive written approval from the advisor and/or EFF national.

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4. Provide a post-fundraiser report with earnings, expenditures, and purpose outcome.

Unauthorized fundraising is strictly prohibited. No member or chapter may collect funds without approval, even for “good causes.” This includes informal requests such as:

- “CashApp me \$5 to support our event.”
- “Venmo us to help a member in need.”
- “We’re raising money for shirts—just send it to my Zelle.”

Fundraising must be transparent, trackable, and officially recorded. Failure to report fundraisers may result in your chapter losing privileges or being placed on probation.

Personal Financial Boundaries

EFF is aware that some students may face financial challenges. However, personal struggles **do not permit** members to:

- Reimburse themselves without documentation.
- Collect funds directly through their own personal payment platforms.
- Use EFF funds to cover personal food, transportation, or supplies not pre-approved.

If a chapter wants to assist a member in crisis (e.g., rent, groceries, tuition), they must submit a formal request to national headquarters for review. Only designated chapters may issue emergency aid through Project Emergency or similar initiatives.

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Members found using EFF's name or resources to gain personal benefit without transparency or approval will be subject to removal and reported to both campus authorities and national leadership.

Donations and External Partnerships

All donations and partnerships must be coordinated with and reported to EFF headquarters.

Chapters may not:

- Solicit local businesses or large donors without notifying HQ.
- Promise tax-exempt documentation unless directed by HQ.
- Partner with any company or organization that does not align with EFF's values or mission.

If your chapter would like to pursue a sponsorship, collaboration, or in-kind donation, a written request must be submitted in advance with:

- The partner's name and contact information
- What is being donated or sponsored
- How the partnership will benefit the chapter
- Any public posts or flyers related to the partnership

EFF reserves the right to decline or discontinue partnerships that jeopardize its mission, reputation, or legal standing.

Financial Reporting and Oversight

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Chapters are expected to submit financial updates to their advisor and national headquarters at least once per semester (or more frequently upon request). Reports should include:

- Beginning and ending balance for the semester
- List of income sources (with dates and amounts)
- List of expenditures (with receipts)
- Outstanding payments or reimbursements

Advisors are expected to assist in reviewing and approving major financial decisions. National headquarters reserves the right to request access to ledgers, receipts, and transaction records at any time. Chapters that refuse to submit financial reports or delay financial transparency may be suspended until they comply.

Violations and Consequences

The following financial violations will result in immediate disciplinary review:

- Using chapter or national funds for personal expenses.
- Withholding funds from the group or misreporting income.
- Failing to document or report fundraisers.
- Accepting donations without transparency.
- Falsifying reports, receipts, or budgets.
- Fundraising under EFF's name without approval.

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Consequences may include:

- Written warnings or probation
- Removal of the treasurer or president
- Freezing of chapter accounts
- National deactivation of chapter status
- Legal referral depending on scope of offense

Prohibited Behavior and Zero Tolerance Policies

Overview

To protect the spiritual, emotional, legal, and physical safety of all members, advisors, leaders, and affiliated participants, Esther Funds Foundation (EFF) enforces a zero-tolerance policy for specific behaviors that contradict its mission, compromise student well-being, or place the organization at risk. These policies are strictly enforced across all chapters, regardless of size, location, or leadership structure.

EFF is a faith-rooted, people-centered nonprofit. Our culture must remain safe, welcoming, spiritually aligned, and legally compliant at all times. Violations of the policies below may result in immediate removal without warning and may be reported to a university's Office of Student Conduct, Dean of Students, or even law enforcement when necessary.

These prohibitions apply to all student members, executive board leaders, volunteers, advisors, campus collaborators, and national representatives affiliated with any EFF program or function.

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1. Hazing and Coercion

EFF strictly prohibits any form of hazing or coercive activity, regardless of perceived tradition, peer pressure, or intended harm. Hazing is defined as any behavior—intentional or implied—that humiliates, intimidates, manipulates, or pressures an individual into doing something against their will as a condition for inclusion or participation.

Prohibited actions include, but are not limited to:

- Forcing or pressuring members to complete tasks to “prove” loyalty or worthiness
- Public embarrassment, humiliation, or shaming of new members
- Encouraging secrecy or blind submission to leadership in exchange for status or recognition
- Requiring new members to participate in hidden meetings, rituals, or stunts

EFF is not a fraternity, sorority, or secret society. It is a nonprofit and ministry. Any chapter found to be hazing members in any capacity will be placed under national investigation, and involved individuals may be permanently banned from the organization and reported to campus officials.

2. Sexual Misconduct and Harassment

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EFF maintains a sacred standard of conduct for how members relate to each other. Sexual harassment of any kind—verbal, physical, digital, or implied—will not be tolerated. This includes:

- Inappropriate touching, comments, gestures, or looks
- Making sexual jokes, innuendos, or unsolicited advances
- Sending inappropriate images, messages, or videos to members
- Engaging in flirtatious or suggestive behavior in chapter spaces
- Targeting younger members with unwanted attention
- Publicly or privately crossing boundaries in a way that makes others uncomfortable

All members have the right to feel safe, respected, and protected within EFF. If a student reports sexual misconduct of any kind, the accused party will be immediately suspended pending a review. Depending on the findings, consequences may include permanent removal, campus referral, and legal escalation.

3. Discrimination, Bullying, and Hostile Environments

EFF is committed to being a space of belonging. Discrimination of any kind based on race, ethnicity, gender, sexual orientation, disability, faith background, or economic status is strictly prohibited. Additionally, all forms of bullying—including verbal abuse, intimidation, gossip, exclusion, and digital harassment—are unacceptable.

Examples of hostile behaviors include:

- Consistent exclusion of a member from group decisions or events

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- Mocking someone's voice, culture, appearance, or ideas
- Group chats or side conversations that attack or belittle others
- Using leadership power to manipulate or silence dissenting voices
- Creating cliques, in-groups, or favoritism within chapters

Advisors, presidents, and national staff are responsible for ensuring a healthy culture. If hostile behavior goes unchecked or ignored, the entire chapter may be placed under review or temporarily deactivated.

4. Public Defamation or Organizational Disrespect

EFF takes its public representation seriously. The mission, name, brand, and leadership of the organization must be respected at all times. While we encourage feedback and growth, any member who chooses to slander the organization—either publicly or behind the scenes—will be subject to disciplinary review.

This includes:

- Speaking negatively about EFF on social media or in group chats
- Publicly accusing leaders or the organization without due process
- Creating social division, whisper campaigns, or false narratives about decisions
- Leaking confidential documents, messages, or plans

We welcome questions. We do not tolerate rebellion. Students who disagree with decisions are expected to address concerns privately, respectfully, and through the proper channels. Failure to do so will result in removal from leadership or membership.

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5. Financial Misconduct or Unauthorized Fundraising

Any individual who collects, holds, or distributes money on behalf of EFF without authorization is in direct violation of this Code and may be referred to legal authorities. See Section 4 for details.

Examples of financial misconduct include:

- Pocketing or redirecting funds collected in EFF's name
- Creating unapproved payment forms, CashApp links, or donation requests
- Refusing to submit receipts or reports for money spent
- Falsifying financial records

Even if no harm was intended, any unauthorized handling of funds will trigger an immediate review and possible suspension.

6. Substance Use at EFF Events

No student may consume, promote, or be under the influence of alcohol, marijuana, vapes, or other drugs while attending any EFF meeting, community service activity, event, or retreat. Even if the student is of legal age, the use of substances is not permitted in spaces where EFF's name, values, and presence are represented.

Chapters may not partner with or promote businesses such as:

- Bars
- Clubs

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- Hookah lounges
- Alcohol-based brands or giveaways

Students who arrive to events under the influence may be removed from the event, and repeat violations will lead to permanent dismissal.

7. Tampering with National Materials or Communication Channels

Members may not, under any circumstances:

- Alter official EFF flyers, templates, or logos without permission
- Change passwords or remove admin access from EFF platforms
- Create new accounts or email addresses representing EFF without submitting credentials
- Share or duplicate chapter documents for use outside of the organization

Any attempt to undermine the organization's communication structure is a serious offense and will be handled as a breach of ethical trust.

8. Repeated Disrespect Toward Leadership or Advisors

Leaders are not above accountability—but they do deserve respect. Members who consistently challenge leadership, undermine decisions, talk back in meetings, or foster rebellion within the group may be removed.

This includes:

- Rolling eyes, interrupting, or mocking leaders in meetings

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- Ignoring messages from executive board members or advisors
- Making side group chats to criticize leadership
- Publicly refusing to follow chapter or national guidance

If a student feels leadership is unfit or unfair, they are encouraged to bring their concerns directly to the advisor or submit a formal complaint to national HQ. Passive-aggressive rebellion will not be entertained.

9. Repercussions

Violation of any of the above prohibited behaviors may result in:

- Immediate removal without warning
- Suspension or loss of leadership roles
- Advisor or university notification
- Ban from future EFF participation
- National blacklisting and legal referral, if applicable

Chapters that fail to address violations may face:

- Temporary suspension
- Freezing of funds and resources
- Revocation of official status
- Leadership restructuring at the national level

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Social Media and Branding Expectations

Overview

Social media is one of the most powerful tools of communication, influence, and representation for the Esther Funds Foundation (EFF). As a ministry-led, student-powered nonprofit, our public image must reflect excellence, unity, faith, and professionalism at all times. This includes content shared at the national level, chapter accounts, and even the personal social media platforms of affiliated individuals when their affiliation is known.

This section outlines strict expectations for the creation, management, and monitoring of social media and branded content associated with EFF. It applies to all members, chapter officers, media teams, ambassadors, and advisors, as well as to any student whose personal account publicly displays affiliation with EFF.

All use of EFF's name, brand, logos, colors, slogans, and platforms is considered a privilege—not a right. Misuse of these elements will result in disciplinary action, including removal from leadership and potential removal from the organization altogether.

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Chapter Account Management

Each collegiate chapter may operate an official EFF chapter Instagram page, and in some cases, may have secondary platforms such as TikTok, Facebook, or LinkedIn. However, no page may be created, launched, or operated without approval from national headquarters. The following guidelines apply:

- All login credentials for chapter accounts must be submitted to EFF National Headquarters for record-keeping and access purposes.
- Each account must use the chapter's official name and follow approved naming conventions (e.g., @effunc, @effncat, etc.).
- Bios must include language approved by EFF national that reflects the mission and values of the organization.
- Profile images must be the official EFF logo or a custom graphic created by or approved by the national team.
- Only approved brand colors, fonts, and designs may be used for posts and flyers.

Failure to submit credentials, failure to follow brand standards, or operating a rogue account may result in a formal warning or permanent shutdown of the account.

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Content Standards

Chapters and affiliated members may only post content that reflects the mission and values of Esther Funds Foundation. This includes but is not limited to:

- Faith-based content such as scripture, devotionals, and prayer prompts
- Leadership development content (quotes, tips, recaps, etc.)
- Campus engagement and outreach (photos from service events, study nights, scholarship drives)
- Member recognition, achievements, and encouragement
- Announcements, deadlines, and chapter activities

Posts that are inappropriate, offensive, misleading, or divisive in tone or message are strictly prohibited. Content must avoid:

- Profanity, slang that implies vulgarity, or coded language
- Sensual or suggestive photos or captions
- Party promotions or drug/alcohol-related images
- Subtle or overt jabs at other student organizations, members, or leaders

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- Memes, reels, or jokes that make light of trauma, faith, or social movements
- Spreading rumors or “inside jokes” that create division among members or the public

Chapters must also avoid posting:

- Screenshots of private group chats or DMs
- Unapproved flyers for fundraisers or collaborations
- Leadership discussions or disagreements
- Unvetted third-party collaborations or hashtags

Any media team member or chapter officer who violates these content standards may be removed from their role.

Engagement, Comments, and Direct Messaging (DMs)

EFF chapters must engage with followers, supporters, and curious students in a way that reflects hospitality and ministry. The way you respond to a question, a concern, or even criticism online represents who we are as an organization.

Social media managers must:

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- Answer DMs within 24–48 hours in a kind, helpful, and professional tone
- Redirect complex or sensitive questions to the appropriate chapter leader or advisor
- Avoid arguments or defensive replies in the comment section
- Never delete or ignore legitimate concerns from students, donors, or interested parties without first consulting leadership
- Keep a record of all meaningful digital interactions for transparency

If a crisis or inappropriate message is received, social media leads must alert their chapter advisor or president immediately. National will provide guidance on how to respond with care and discretion.

Personal Social Media & Affiliation

If a student includes EFF in their social media bio, wears EFF merch publicly on social media, tags the chapter account, or is otherwise publicly affiliated with the organization, they are held to a higher standard of content integrity—even on personal accounts.

Students may not:

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- Post profanity, nudity, or illegal activity while wearing EFF gear or linking their chapter
- Engage in fights, gossip, or cancel culture while using their EFF title (e.g., “EFF President,” “Miss EFF,” etc.)
- Use personal platforms to vent about EFF decisions, leaders, or disagreements
- Exploit their leadership status for attention, validation, or inappropriate influence

Freedom of speech does not protect behavior that brings disrepute to a nonprofit or university-affiliated student organization. Students may be asked to remove certain posts or content, and continued violations may result in removal from the chapter.

Media Collaborations and Takeovers

EFF encourages creativity, digital outreach, and collaborations. However, these must be handled with structure and integrity.

Before launching any of the following, chapters must submit a request to their advisor and national HQ for approval:

- Joint Instagram Lives with influencers or other organizations

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- Brand ambassador or influencer partnerships
- Promotional giveaways or merchandise launches
- Paid sponsorships, ads, or reels
- Instagram takeovers by members or external guests

Media teams must also keep a running archive of all content created for documentation and future use. Content may not be permanently deleted without national approval.

Consequences for Violations

Social media violations will be addressed in the following manner:

- First offense: Written warning from advisor or national media team
- Second offense: Loss of posting access or removal from media role
- Third offense: Public post may be deleted; member may be removed from their chapter

National headquarters reserves the right to revoke chapter posting privileges, disable accounts, or take disciplinary action if content becomes a threat to the brand, values, or witness of the organization.

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Spiritual Alignment and Core Values

Overview

Esther Funds Foundation (EFF) is a Christian nonprofit organization founded on biblical principles and guided by a commitment to advancing the Kingdom of God while serving the practical needs of college students. Our foundation is not simply nonprofit work—it is ministry. As such, the spiritual tone, values, and identity of the organization are non-negotiable and must be honored by all who participate.

While we welcome students, advisors, and supporters of all backgrounds, **everyone who affiliates with EFF—whether through membership, leadership, volunteer service, or advisory roles—must acknowledge, respect, and preserve the faith-based nature of this ministry.** No one is required to personally believe in our theology to participate, but all must agree to operate within the values and atmosphere of a Christian organization.

This section details the spiritual principles, expectations, and boundaries that guide EFF's culture and operations across all chapters.

EFF's Core Values

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All members and affiliates must align with and uphold the following core values, which are integrated into everything we do:

1. **Christ-Centered Leadership** – We believe that leadership is a form of service and that our identity and influence must be rooted in the teachings and example of Jesus Christ.
2. **Integrity and Accountability** – We commit to honesty, humility, and accountability in all aspects of our work—whether visible or behind the scenes.
3. **Community and Belonging** – We aim to create a safe and loving environment where every student feels seen, known, and supported regardless of their background.
4. **Bold Faith in Action** – We do not hide our faith or mission. We integrate it boldly into our work, while showing compassion, grace, and wisdom in how we represent Christ.
5. **Excellence and Purpose** – We believe in excellence—not perfection. We serve students with passion and purpose, and strive to reflect God's glory in all that we do.

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Spiritual Practices and Expectations

EFF chapters are expected to cultivate a consistent atmosphere of spiritual development. The following practices are standard and should be reflected in chapter culture:

- **Prayer** – Opening and closing meetings or events in prayer, and inviting students to participate without coercion.
- **Scripture** – Sharing Bible verses in flyers, devotionals, social media, and programming.
- **Faith-Based Events** – Hosting or partnering in Bible studies, worship nights, prayer circles, and spiritual discussions.
- **Ministry Moments** – Allowing space for students to express how their faith intersects with their academic journey and mental/emotional health.

All chapter leaders, royal court members, and student ambassadors are expected to participate in and/or help lead spiritual activities with reverence, responsibility, and intentionality.

Expectations for Non-Christian or Non-Practicing Members

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EFF does not discriminate against students who do not identify as Christian.

However, to participate in the organization, all members must agree to the following:

- Respect the inclusion of prayer, worship, and Scripture in chapter operations.
- Avoid mocking, debating, or criticizing Christian language, beliefs, or traditions in chapter spaces.
- Do not use membership to push opposing beliefs, recruit students into non-Christian belief systems, or discourage spiritual conversations.

EFF is not a debate platform. It is a discipleship-rooted movement with a specific spiritual identity. Those who cannot participate respectfully in that atmosphere should not pursue leadership within the organization.

Spiritual Maturity of Leaders

All executive board members, advisors, and national ambassadors are expected to maintain a personal walk with Christ and to model Christlike leadership in their actions and communication.

This does not require perfection, but it does require:

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- A willingness to grow in spiritual discipline
- Respect for biblical truth
- Avoidance of behaviors that contradict the witness of Christ (e.g., gossip, arrogance, pride, division)
- Participation in faith-based training, retreats, or leadership sessions offered by EFF

Leaders who compromise the spiritual culture of their chapter through rebellion, disrespect, double-mindedness, or disobedience to God's Word may be privately corrected, placed on a behavior plan, or asked to step down.

Spiritual Safety and Protection

EFF is not only committed to outreach—but to **spiritual safety**. As such, the following practices are prohibited in EFF chapters and will result in immediate correction or removal if observed:

- Inviting guest speakers who preach contrary to biblical truth or promote new age, universalist, or harmful teachings
- Speaking prophetically, laying hands on students, or praying in tongues at meetings **without leadership discernment, context, or consent**

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- Allowing spiritual abuse, fear tactics, or manipulation disguised as faith
- Publicly correcting, embarrassing, or calling out members under the guise of spiritual authority
- Initiating “spiritual rituals” or emotionally charged encounters without leadership accountability

EFF welcomes the presence of the Holy Spirit but does so with order, wisdom, and spiritual maturity. All spiritual activity must be covered by prayer, approved by leadership, and centered in biblical truth.

Faith in Action

Our faith is not limited to devotionals and prayer—it guides how we love others, lead with integrity, respond to crisis, and uplift students through advocacy and generosity.

Chapters are expected to:

- Pray for their campuses and members regularly
- Offer prayer and spiritual support when students express crisis, depression, or uncertainty

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- Let faith inform how they advocate for justice, equity, and education—not as a political stance, but as a Kingdom mission

We believe that Jesus cares about retention rates, mental health, equity, and systemic change—and so do we. Our work is holy. Every meeting is ministry.

Spiritual Violations and Consequences

Violations of EFF's spiritual expectations include but are not limited to:

- Publicly mocking or rejecting EFF's Christian identity
- Creating division or conflict during spiritual programming
- Practicing or introducing theology that contradicts EFF's core beliefs
- Using spiritual language to control, shame, or manipulate others
- Refusing to participate in prayer or spiritual discussions in ways that are disruptive, dismissive, or disrespectful

Students found in violation of these expectations may be:

- Privately counseled or corrected by leadership
- Asked to step down from leadership or roles
- Removed from chapter involvement depending on severity

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Spiritual maturity is expected. Where there is rebellion, manipulation, or spiritual pride, leadership intervention will follow.

Membership Status, Suspension, and Removal Process

Overview

Membership in Esther Funds Foundation (EFF) is a privilege, not a right. All students, advisors, executive board leaders, royal court members, and chapter affiliates are held to high standards of conduct, character, and spiritual alignment as outlined in this Code of Conduct. As such, disciplinary action—including suspension or permanent removal—may be taken against individuals who violate the expectations, policies, or values of EFF.

This section outlines the categories of membership, reasons for disciplinary action, due process procedures, and what to expect in the event of warning, probation, suspension, or removal. These protocols are not only for accountability—they exist to protect the mission, culture, and reputation of the organization, and to ensure fair, respectful treatment of all participants.

Types of Membership and Affiliation

The following individuals are considered members or affiliates of EFF and are subject to this disciplinary process:

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- General Body Members: Students who have applied and been accepted into the chapter.
- Executive Board Members: Students elected or appointed to serve in a leadership role.
- Royal Court Members: Students serving in ambassadorial or public-facing positions.
- Volunteers: Students participating in official EFF service or programming.
- Campus Ambassadors: Students representing EFF in outreach, branding, or media.
- Advisors: Campus faculty, staff, or administrators formally advising a chapter.

Any of the above roles can be suspended or revoked depending on conduct and eligibility.

Grounds for Disciplinary Action

The following behaviors may result in formal disciplinary proceedings, including probation or removal:

- Violation of any Zero-Tolerance Policy (see Section 5)

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- Disrespect toward leadership, advisors, or organizational values
- Failure to comply with instructions, guidelines, or deadlines after repeated reminders
- Behavior that creates a hostile, toxic, or unsafe environment
- Misuse of chapter funds, resources, or communication channels
- Inappropriate or unauthorized social media behavior (see Section 6)
- Refusal to honor the spiritual identity and atmosphere of EFF (see Section 7)
- Insubordination or rebellious conduct against national directives
- Repeated absenteeism, lack of participation, or ghosting responsibilities
- Spreading misinformation, gossip, or division within the chapter or national community

Violations may be reported by fellow members, leaders, advisors, or observed directly by national staff.

Disciplinary Process Overview

The following steps outline the general process used to evaluate and respond to violations. Depending on the severity, some steps may be bypassed:

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Step 1: Informal Correction (Optional)

For minor issues, a private conversation may occur between the member and a leader or advisor. This is a grace-based opportunity for the member to correct their behavior without a formal record.

Step 2: Written Warning

If the behavior continues or is more serious, the individual will receive a written warning outlining the nature of the violation, expectations for correction, and a timeline for follow-up.

- The warning will be documented and copied to the chapter advisor and/or national leadership.
- The individual will be expected to respond in writing with acknowledgment and plan of improvement.

Step 3: Probation

If issues persist after the warning, the individual will be placed on official probation. During this time:

- Their leadership, speaking, or planning privileges may be suspended.
- They must meet regularly with a chapter leader or advisor for accountability.

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- A written behavior plan or checklist may be assigned.
- Failure to improve during probation will result in removal.

Step 4: Suspension

In cases of ongoing or escalated misconduct, the individual may be suspended from all EFF involvement for a designated period (e.g., 2 weeks, 1 month). During this time, the student may not attend meetings, represent EFF, or participate in planning or events.

Suspensions will be formally documented and may include conditions for return (e.g., apology, training, or reflection assignment).

Immediate Removal Without Warning

In serious situations, EFF reserves the right to bypass the above steps and proceed directly to permanent removal. This will occur when:

- A member violates a zero-tolerance policy
- Their actions place students or the organization at legal, emotional, or reputational risk
- They intentionally undermine national leadership, spread false narratives, or refuse correction

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The decision will be made by the chapter advisor in consultation with the national team. In these cases:

- The individual will receive a removal letter stating the reasons
- All access to EFF platforms will be revoked immediately
- They will be banned from future events, chapters, and reapplication
- In certain cases, university or legal authorities will be notified

Appeals Process

Students who believe they have been wrongfully removed may submit a formal appeal within **7 days** of removal by emailing **info@estherfundsfoundation.org**.

The appeal must include:

- A respectful statement of disagreement
- A factual timeline of what occurred
- Any supporting documentation or witnesses

Appeals will be reviewed by a panel of national leaders and the chapter advisor.

Their decision is final.

Note: Failure to appeal within 7 days forfeits the right to challenge the removal.

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Leadership Removal Protocol

Leaders are held to an even higher standard. In addition to the general steps above, leadership roles (president, VP, treasurer, etc.) may be reassigned or revoked for:

- Disrespecting or failing to lead their board
- Creating a controlling, cliquey, or fear-based leadership culture
- Mismanaging finances or communication
- Publicly embarrassing or dishonoring the organization
- Leading from ego, not humility or servant leadership

If a leader is removed, national HQ will work with the advisor to install an interim leader or initiate an emergency election.

Advisor Accountability

Advisors may also be removed or replaced if they:

- Fail to communicate with chapter leadership
- Ignore reports of misconduct or toxic culture
- Show bias, favoritism, or interfere in disciplinary processes
- Disrespect national leadership or mission

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- Refuse to uphold the EFF Code of Conduct

National HQ will work directly with the university's student affairs office to assign a new advisor as needed.

Legal and Organizational Protection

Overview

Esther Funds Foundation (EFF) is a registered 501(c)(3) nonprofit organization operating under the laws of the United States, with chapters established across various universities and colleges. As the Foundation expands its national presence, it becomes increasingly essential to implement policies that legally and structurally protect the organization, its leadership, and its chapters from misconduct, misrepresentation, and liability.

This section outlines the legal boundaries, operational protections, intellectual property rights, and limitations of liability that all affiliated members, chapters, and advisors must respect and uphold. It also clarifies what EFF is—and is not—responsible for, and what legal actions may result from violations of the Foundation's legal structure, nonprofit status, or brand integrity.

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This section applies to **all chapter-level participants**, including executive board members, volunteers, members, advisors, national ambassadors, and university partners.

1. Organizational Identity and Brand Ownership

EFF retains sole legal ownership of its intellectual property, including:

- The name “Esther Funds Foundation” and any associated slogans, taglines, or phrases (e.g., “Every Future Fulfilled”)
- Logos, shields, digital designs, and brand graphics
- Branded templates, flyers, handbooks, and training materials
- Program names, initiatives, and proprietary frameworks (e.g., Project Emergency, Ministry Initiative, Campus Ambassador Program)

No chapter or member may use, replicate, alter, or distribute any of the above without prior written permission from EFF National Headquarters. This includes creating merchandise, publishing documents with the logo, or using EFF branding on personal projects.

Violation of this clause may result in:

- Immediate cease-and-desist order

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- Legal action for unauthorized use
- Chapter deactivation
- Permanent blacklisting of the individual involved

All branding and communication must be submitted to national leadership when requested and may not be used for personal gain.

2. Legal Autonomy and Financial Accountability

Chapters function as extensions of the national organization but are **not** separate legal entities. Therefore:

- Chapters may not enter into contracts or legal agreements (e.g., with vendors, venues, or partners) without advisor oversight and written notice to national.
- Chapters may not open separate business accounts, apply for grants, or act as independent organizations using the EFF name.
- Chapter fundraising, financial transactions, and reimbursements must be processed through university-approved systems or methods designated by EFF HQ.

Chapters are strictly prohibited from:

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- Claiming 501(c)(3) status independently of the national office
- Distributing tax receipts or donation letters without approval
- Making public financial promises or offers on behalf of national (e.g., “EFF will sponsor this event” or “we’ll give you a tax write-off”)

Violations may result in legal consequences, public retractions, and reporting to the university for misrepresentation.

3. Non-Liability Clause

EFF National Headquarters, its Board of Directors, and affiliated leadership are **not liable** for:

- Injuries sustained during chapter activities, unless caused by direct negligence of EFF national staff
- Emotional distress, personal disagreements, or peer conflict among students
- Loss, damage, or theft of personal items at EFF-sponsored events
- Personal decisions made by members outside of their EFF role or responsibility
- Academic outcomes, legal status, or professional challenges faced by members

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- Legal violations committed by individual members or chapters

Each student and advisor assumes full personal responsibility for their conduct, speech, decisions, and public presence. EFF operates as a nonprofit, not as a legal guardian or employer.

4. Chapter Deactivation and Disassociation Policy

EFF reserves the right to temporarily suspend, permanently deactivate, or legally disassociate from any chapter that:

- Repeatedly violates national policy
- Fails to comply with branding or financial guidelines
- Operates without communication with its advisor or national leadership
- Attempts to rebrand or separate from the national organization
- Causes public harm to the mission or credibility of EFF

If a chapter is deactivated:

- The official email and Instagram account will be closed or reclaimed
- The chapter name and logos may no longer be used publicly

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- All members will be notified and invited to reapply or re-engage with national directly
- Any campus or university partners will be formally informed

EFF has the right to protect its structure and legacy. Chapters that compromise legal or ethical standards will not be allowed to operate under the name.

5. University Partnerships and Advisor Boundaries

While chapters operate at universities, EFF does not serve as a campus-based club in the traditional sense. Each chapter functions as a local arm of a national nonprofit and must maintain the boundaries of that identity.

Advisors and universities may not:

- Rewrite or replace national EFF documents with their own rules
- Pressure EFF to change its Christian foundation
- Oversee EFF finances outside of designated systems
- Implement leadership removals or chapter shutdowns without national involvement

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However, EFF does respect university protocols and commits to working in partnership with campus departments to ensure compliance, support, and ethical student leadership.

Any attempt to override national structure without communication will be considered a breach of partnership.

6. Protection of Spiritual and Cultural Integrity

EFF's spiritual identity is a legal and ethical part of our nonprofit status. We reserve the right to:

- Refuse partnerships, events, or requests that contradict our values
- Remove members who oppose our faith-based mission
- Decline funding or collaboration from sources that conflict with our core beliefs

EFF is an unapologetically Christian nonprofit. All programming, media, and leadership practices are informed by our commitment to Jesus Christ, community, equity, and impact. No student or school has the legal right to alter this identity.

7. Legal Inquiries and Representation

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Any subpoenas, inquiries, partnership agreements, grant applications, or legal matters involving EFF must be directed to:

Esther Funds Foundation Headquarters

Email: info@estherfundsfoundation.org

Subject: LEGAL MATTER

Mailing address and EIN available upon request to qualified institutions

No chapter may speak on behalf of EFF in legal matters or represent the national organization in public disputes without authorization.

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Final Acknowledgement and Enforcement Terms

Overview

This section serves as the binding conclusion of the Esther Funds Foundation (EFF) National Code of Conduct & Collegiate Chapter Policy Agreement. It defines the legal and organizational enforcement of the policies outlined, and it affirms the conditions under which students, advisors, and affiliated individuals agree to participate in EFF. All provisions in this document are enforceable through chapter-level consequences, institutional action, or legal proceedings as needed.

This policy is not symbolic—it is operational, enforceable, and protective. It outlines not only a code of ethics but a legal safeguard for the organization. All members, once affiliated, are bound to these terms.

Annual Review and Public Availability

This policy shall be reviewed, updated, and reaffirmed annually by Esther Funds Foundation National Headquarters during the summer term. The purpose of this review is to ensure continued alignment with:

- Federal and state nonprofit law
- University partnership requirements

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This document is reviewed annually and enforced nationally.

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Esther Funds Foundation National Code of Conduct and Chapter Governance Policy

A legally binding agreement for all collegiate chapters, members, leaders, and advisors

- Internal growth, feedback, and cultural evolution
- Spiritual accountability and biblical integrity

Upon review, any amendments or updates will be communicated in writing to all active chapters, advisors, and national partners.

This Code of Conduct and Policy Agreement must remain:

- Publicly available and visible on the official Esther Funds Foundation website
- Accessible to any chapter, institution, partner, or student upon request
- Distributed to all new members during onboarding or recruitment
- Required reading for all incoming leaders and volunteers
- Attached to or linked within all national and chapter-level membership application forms

No member may claim ignorance of this policy as a defense for misconduct. By engaging with EFF in any capacity, students and advisors acknowledge the binding nature of these rules.

Acknowledgement Statement (For All Participants)

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By submitting an application, serving in leadership, attending EFF-sponsored activities, participating in any chapter function, or publicly affiliating with Esther Funds Foundation, I hereby affirm that:

- I have read and understood the National Code of Conduct & Collegiate Chapter Policy Agreement.
- I understand that this document governs my participation in the organization and overrides any personal interpretation of events, beliefs, or behavior.
- I agree to be held accountable for upholding the standards, boundaries, expectations, and values described in this document.
- I understand that failure to comply may result in disciplinary action including warnings, probation, suspension, or permanent removal.
- I understand that if I engage in misconduct that harms the organization, leadership, brand, or any student, I may be reported to campus authorities, disaffiliated from the organization, or referred for legal action.
- I affirm that my participation is voluntary and contingent on my ongoing compliance with the policies herein.

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A digital or physical signature confirming this agreement will be required for all applicants, leaders, and advisors. Continued involvement with EFF constitutes ongoing acceptance of these terms.

Enforcement and Legal Rights

Esther Funds Foundation reserves the full right to enforce this policy at its discretion. Enforcement may include:

- Internal investigations and documentation
- Removal from leadership or membership
- Campus reporting to Title IX, student conduct, or other offices
- Legal notices, cease-and-desist orders, or civil litigation

If a student, advisor, or chapter engages in behavior that results in reputational harm, financial fraud, spiritual abuse, or public defamation of the Esther Funds Foundation, the organization reserves the **legal right to pursue damages through appropriate civil channels**, including but not limited to:

- Defamation lawsuits
- Trademark and brand misuse claims
- Fraudulent fundraising penalties

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Esther Funds Foundation National Code of Conduct and Chapter Governance Policy

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- Breach of contract actions
- Cease-and-desist orders with potential financial consequences

These rights are preserved to protect the integrity of the mission, the safety of our students, and the sustainability of the organization.

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Closing Statement

This document is a declaration of the values, voice, and vision of Esther Funds Foundation. It is our foundation, our covenant, and our commitment to build something lasting, righteous, and life-changing. All who walk with us—students, staff, supporters, and volunteers—do so under this covering.

To whom much is given, much is required. As an Esther Funds Foundation member or leader, you are called to walk with honor.

This document and its contents are the legal property of Esther Funds Foundation, a registered nonprofit organization. Unauthorized reproduction, alteration, or use of this policy is prohibited. Violations are subject to disciplinary or legal action.

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