



ESTHER FUNDS FOUNDATION

NATIONAL WHISTLEBLOWER & ACCOUNTABILITY POLICY

Esther Funds Foundation

National Whistleblower & Accountability Policy

Effective Date: May 8, 2025

Applies To: All members, leaders, volunteers, ambassadors, advisors, and affiliates of Esther Funds Foundation

1. Purpose

1.1 Esther Funds Foundation (EFF) is committed to integrity, transparency, and Christ-centered accountability.

1.2 This policy outlines the process and protections for reporting misconduct, violations, abuse, fraud, or unethical behavior without fear of retaliation.

1.3 It exists to protect both the reporter (“whistleblower”) and the integrity of the Foundation at all levels.

2. What Can Be Reported

2.1 Any member, volunteer, or advisor may submit a whistleblower report for the following:

- Financial misconduct (e.g., misusing chapter funds, fundraising fraud)
- Hazing, bullying, harassment, or intimidation
- Sexual misconduct or boundary violations
- Spiritual abuse, coercion, or manipulation
- Breaches of confidentiality or misuse of student information
- Chapter negligence, advisor neglect, or abuse of power
- Violations of the EFF Code of Conduct, national policies, or branding rules
- Illegal activity or university policy violations conducted under EFF’s name

3. How to Report Misconduct

3.1 All reports must be submitted via one of the following:

- The **EFF Incident & Accountability Report Form** (available on the website)
- Email to: info@estherfundsfoundation.org with subject line “Confidential Concern”

- Anonymous submission via a secure university reporting channel if available

3.2 Reports should include:

- Date, time, and location of incident
- Names of individuals involved (if known)
- A clear, factual description of what occurred
- Any screenshots, photos, or supporting evidence

4. Confidentiality & Protection from Retaliation

4.1 EFF strictly prohibits retaliation of any kind against any whistleblower.

4.2 All reports will be kept **confidential** to the fullest extent possible.

4.3 Retaliation includes but is not limited to:

- Intimidation, exclusion, or gossip
- Removal from leadership for speaking out
- Verbal, social, or digital harassment

4.4 Any individual found retaliating against a whistleblower will face immediate disciplinary action, including removal or suspension from EFF.

5. Investigation Process

5.1 Once a report is received, EFF Headquarters will:

- Acknowledge receipt within 3–5 business days
- Assign a neutral ethics or compliance reviewer
- Contact involved parties for further clarification
- Review evidence and interview witnesses as needed
- Maintain confidentiality and fairness throughout the process

5.2 Investigations will result in one or more of the following outcomes:

- No action (insufficient evidence or resolved informally)
- Written warning or probation
- Removal from role or leadership
- Chapter-level probation or oversight
- Referral to campus authorities or legal action (if necessary)

6. Appeals Process

6.1 Any person who receives disciplinary action may appeal in writing within **7 business days** of the decision.

6.2 Appeals should be sent to info@estherfundsfoundation.org and include:

- A respectful explanation of disagreement
- A summary of relevant facts or misunderstandings
- Supporting evidence (if applicable)

6.3 The appeal will be reviewed by the Executive Director or a designated National Ethics Panel. Decisions are final.

7. Misuse of the Whistleblower Policy

7.1 Submitting a false report with malicious intent is strictly prohibited and may result in:

- Immediate removal from EFF
- Referral to university disciplinary systems
- National blacklisting from further participation

7.2 EFF encourages good faith reporting only. Mistakes or misunderstandings made in good faith will not result in punishment.

8. Recordkeeping & Oversight

8.1 All confirmed reports and outcomes will be logged confidentially by National Headquarters for future reference.

8.2 Whistleblower protections are overseen by the **Executive Director** and reviewed annually.

9. Organizational Culture of Accountability

9.1 EFF strives to build a culture where truth is honored, sin is exposed in love, and leadership is held to the highest biblical and ethical standard.

9.2 Accountability is not meant to shame—but to protect. We believe in correction, redemption, and transparency rooted in Christ.

Report Confidential Concerns to:

✉ Email: info@estherfundsfoundation.org

🌐 Report Form: www.estherfundsfoundation.org/report

Whistleblower & Accountability Acknowledgment Form

Esther Funds Foundation | National Headquarters

Required for all chapter leaders, national officers, advisors, and volunteers

Individual Information

Full Name: _____

University / Chapter (if applicable): _____

Position/Title (e.g., President, Advisor, Volunteer): _____

Email Address: _____

Phone Number: _____

Date: _____

Acknowledgment & Ethics Commitment

By signing this form, I acknowledge and affirm the following:

1. I have read and fully understand the **Esther Funds Foundation National Whistleblower & Accountability Policy**.
2. I agree to **uphold a culture of integrity** and to report misconduct, violations, or unethical behavior in good faith if witnessed.
3. I understand that all reports made in good faith are protected by EFF and will remain confidential.
4. I understand that **retaliation against a whistleblower is strictly prohibited**, and any attempt to do so may result in disciplinary action.
5. I will not submit false or malicious reports, and I understand that doing so could result in my removal or disciplinary action.
6. I agree that accountability is essential to preserving the mission, integrity, and Christ-centered culture of Esther Funds Foundation.

Signature

Signature: _____

Date Signed: _____

For Chapter Use Only:

- ☐ Role verified by Chapter Advisor
- ☐ Submitted to National HQ
- ☐ Added to Compliance Packet