



Great Falls Development Authority, Inc. Disclosure Policy

Adopted 9/3/20

Transparency is one of our key values of the Great Falls Development Authority (GFDA). We operate in an open manner while respecting our clients' confidentiality.

GFDA believes in transparency and accountability to its constituents and the public by making available information on GFDA's governance structure, governance policies and documents, financial condition, and major programs.

GFDA is a Montana nonprofit corporation with members and shall conform with all laws and regulations in regard to public disclosure as they apply to Montana nonprofit corporations with members.

GFDA will post its annual 990 tax return on GuideStar and seek to earn GuideStar's Gold Seal of Transparency or higher level of transparency every year.

Information Available to the Public

GFDA shall post on its website and update in a timely manner the following information and documents:

1. Governance Documents, including:
 - A list of the current officers and directors
 - Current staff
 - Articles of Incorporation
 - Bylaws
 - Policies
 - Strategic Plan

2. Financial Documents, including:
 - Audited Annual Financial Statements
 - IRS Tax Exemption Letter
 - Annual 990 Tax Returns
 - Interim Financial Reports

3. Meetings, including:
 - Agendas of Board and Executive Committee Meetings

- Approved Minutes of Board and Executive Committee Meetings

GFDA's Board and Executive Committee meetings shall be open to the public (see GFDA Open Meeting Policy).

Client Confidentiality

GFDA recognizes that in order to achieve its mission, it must earn and maintain the trust and respect of its clients, targets, leads, prospects, referral sources, advisors, and site selection consultants. GFDA shall treat its clients with respect and protect client confidentiality to the extent allowable by law (see GFDA Confidentiality Policy).