BOARD CONFLICT OF INTEREST POLICY
Effective October 2023

PURPOSE
The purpose of this policy is to establish guidelines for Black Girls Code (“BGC”) board members to identify, disclose, and manage conflicts of interest.

DEFINITION
A conflict of interest is a situation in which a board member has a personal or professional interest that could potentially influence their judgment or actions on behalf of BGC. This could include, but is not limited to:

- Financial interests, such as owning stock in a company that does business with BGC;
- Employment or business relationships with BGC, its vendors and service providers;
- Personal relationships with other board members, staff, or volunteers; and
- Accepting a gift that would not have been offered were it not for the board member’s role with BGC.

DISCLOSURE
All board members must disclose any actual or potential conflicts of interest to the board chair upon election or appointment to the board. Board members must also disclose any new conflicts of interest that arise during their term on the board.

ACCEPTING GIFTS
If a current or prospective BGC vendor or service provider offers a board member a gift valued in excess of $250.00, such gift must be disclosed and approved by the Board.

MANAGEMENT
When a board member discloses a conflict of interest, the board chair will work with the board member to develop a management plan. The management plan may include one or more of the following:

- Recusal from voting on any matters related to the conflict;
- Refraining from participating in discussions of matters related to the conflict;
- Divesting of any financial interests that create the conflict;
- Appointing another board member or staff member to represent BGC in any dealings with the entity that creates the conflict;

ENFORCEMENT
The board chair is responsible for enforcing this policy. Any board member who violates this policy may be subject to disciplinary action, up to and including removal from the board.

ANNUAL REVIEW
The board will review this policy annually.
EXAMPLES

Here are some examples of conflicts of interest that may arise for nonprofit board members:

- A board member who owns a company that does business with the nonprofit organization may have a conflict of interest if they vote on a contract with that company.
- A board member who is employed by the nonprofit organization may have a conflict of interest if they vote on their own salary or benefits package.
- A board member who is in a personal relationship with another board member or staff member may have a conflict of interest if they vote on a matter that affects that person's employment or compensation.

I have read and understand the Black Girls Code Conflict of Interest Policy, and I agree to abide by its provisions. I understand that I have a duty to disclose any actual or potential conflicts of interest to the Board of Directors, and that I will not vote on or participate in any discussions or decisions related to any matter in which I have a conflict of interest.

Name: ________________________________

Signature: ____________________________

[Form attached]

Name of Board Member:

Date:

Please disclose any actual or potential conflicts of interest that you may have including but not limited to:

- Any financial interest in Black Girls Code or any of its vendors or service providers.
- Any personal relationship with any employee, officer, or board member of the organization.
- Any other interest that could reasonably be perceived to influence your judgment in the performance of your duties as a board member.

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

If you have no conflicts of interest, please write “None” in the space above.

Signature:

_________________________________________