



CONFLICT OF INTEREST POLICY FOR B.O.S.S. BOARD OF DIRECTORS

Policy

In their capacity as directors and officers, the members of the Black Owners of Solar Services (B.O.S.S.), Board of Directors must always act in the best interests of B.O.S.S. B.O.S.S. is a charitable and educational nonprofit organization, exempt from taxation under Section 501(c)(3) of the Internal Revenue Code.

The purpose of this policy is to inform Board members about what constitutes a conflict of interest, assist them in identifying and disclosing actual and potential conflicts and help them to avoid harmful conflicts of interest where necessary.

This policy and disclosure statements ensure open and honest deliberation, and are critical to making good decisions, avoiding legal problems, and remaining focused on the B.O.S.S.'s mission.

Definition of Conflict of Interest

A conflict of interest may arise when a Board member has some other interest that might suggest divided loyalty on the part of the Board member between obligations to B.O.S.S., on one hand, and to some other organization, cause, or interest, on the other. The "other interest" may arise from a transaction between B.O.S.S. and a third party, or a board member concurrently having other business, professional, or personal interests that may or could influence the ability of the Board member to exercise objectivity in the decision-making process on the issue or could impair the Board member's ability to otherwise perform his or her volunteer responsibilities to B.O.S.S. in B.O.S.S.'s best interests. Examples of such conflict of interests include, but are not limited to, the following:

1. Making use of an opportunity arising from your volunteer service to B.O.S.S. for personal, family or business/professional gain or promotion.
2. Speaking with authority as representing the Board of Directors without the authority to do so.
3. Serving in a paid or volunteer capacity in a position which directly competes with the Board member's service to B.O.S.S. or for an organization which directly competes with B.O.S.S..

Procedures

To proactively address any potential conflicts of interest, each Board member is required to annually complete and submit a Conflicts of Interest Questionnaire and Disclosure Form

detailing any such “other interests,” as well as to disclose such “other interests” to the B.O.S.S. Chair if and when they arise during the course of each year.

On an annual basis, all Board members shall be provided with a copy of this policy and required to complete and sign the acknowledgment and disclosure form below.



CONFLICT OF INTEREST POLICY AND DISCLOSURE FORM

To help avoid conflicts of interest that are harmful to B.O.S.S., you are disclosing ownership or other proprietary interests, responsibilities, circumstances, or other reasons why you (or, by extension, any member of your family) might have an actual, apparent, or potential conflict of interest with your duties to B.O.S.S.

While serving on the B.O.S.S. Board of Directors, you agree to notify the B.O.S.S. Chair promptly, and in writing, if at any time during the year following the submission of this form you become aware of any actual, apparent, or potential conflicts of interest, or if the information provided below becomes inaccurate or incomplete.

1. Do you, or any family member, have an existing or potential interest in, or compensation arrangement with, any third party providing goods or services to B.O.S.S., or with which B.O.S.S. is currently negotiating?

YES or NO

If the answer is yes, please describe in detail below the nature of each such interest or compensation arrangement.

2. Do you, or any family member, actively participate in, have a significant investment in, or own at least a 1% interest in, any for-profit or nonprofit organization with potentially conflicting interests to those of B.O.S.S.?

YES or NO

If the answer is yes, please describe in detail below the nature of each such interest or affiliation.

3. Do you, or any family member, currently hold a paid or unpaid position with any for-profit or nonprofit organization that directly competes with B.O.S.S., that offers programs and services that compete with B.O.S.S. programs or activities, or that takes a public position contrary to those of B.O.S.S.?

YES or NO

If the answer is yes, please provide the name of the organization below and describe in detail the nature of the position held.

4. Do you have any other interest or affiliation which is likely to compromise your ability to provide unbiased and undivided loyalty to B.O.S.S., or to otherwise become in conflict with your official duties as an B.O.S.S. Board member?

YES or NO

If the answer is yes, please describe in detail below the nature of each such interest or affiliation.

5. Do you agree that so long as you are a B.O.S.S. Board Member, you will immediately disclose to the B.O.S.S. Chair the nature of any interest or affiliation which you may hereafter acquire, which is in or is likely to become in conflict with your official duties as an B.O.S.S. Board member?

YES or NO

Disclosure of Actual, Apparent, or Potential Conflicts of Interest:

I have read the B.O.S.S. Board Conflict of Interest Policy set forth above and agree to comply fully with its terms and conditions during my service on the B.O.S.S. Board of Directors.

_____ Name

_____ Signature

_____ Date