



Caswell County Partnership for Children Conflict of Interest Policy

The Caswell County Partnership for Children (CCPFC) recognizes that effective governance depends on deliberate, thoughtful, and disinterested decision-making by its directors, officers and staff. Moreover, CCPFC's work depends on the continued trust and confidence in its integrity, which is grounded in fair, transparent, and responsible decision-making.

The Board of Directors of CCPFC believes it is in the best interest of CCPFC to establish a clear and concise Conflict of Interest Policy. The Conflict of Interest Policy is intended to promote the avoidance of Conflicts of Interest and the appearance of impropriety by CCPFC directors, officers and staff. Furthermore, the policy sets the rules for conduct, including disclosure by directors and officers of personal or financial interests that may affect the business of CCPFC.

This Conflict of Interest Policy is designed to help directors and officers of CCPFC identify situations that present perceived or actual Conflicts of Interest and to provide CCPFC with a procedure which, if observed, will allow a Board action to be treated as valid and binding even though a director or officer has or may have a Conflict of Interest with respect to the issue. The Policy is intended to comply with the requirement prescribed in North Carolina Statutes and CCPFC's contracts with funders.

CONFLICT OF INTEREST DEFINITION:

Conflict of interest is defined as any direct or indirect financial or other material interest that a member of the Board of Directors, or any affiliated person(s), has in any proposed or existing contract, transaction, or arrangement with the partnership. Affiliated person(s) includes:

- a. immediate family (e.g., spouse, domestic partner, child, mother, father, brother, or sister) and,
- b. any organization/agency of which the individual is a board member, employee, or has a financial interest.

BOARD MEMBER CONFLICT OF INTEREST POLICIES:

- a. All board members shall avoid conflicts of interests and the appearance of impropriety. Should a perceived or actual conflict exist, any board member who may benefit directly or indirectly from the partnership's disbursement of funds shall not participate in any discussion or deliberations or vote on decisions regarding the disbursement of funds or in any other manner use his or her personal influence on the matter.
- b. Board members should neither solicit nor accept gratuities, favors, or anything of monetary value from contractors/vendors. This is not intended to preclude bona-fide local partnership fund-raising activities.
- c. Any board member having a possible or perceived conflict of interest on any matter must disclose such interest through the annual disclosure procedure and when the interest becomes a matter of board action.

Records shall be maintained of annual disclosures and board meeting minutes. The official minutes of the board meeting shall reflect that the conflict of interest was disclosed, and that the person(s) with conflicts did not participate in discussion and did not vote.

- d. Board members and partnership employees shall not use their position, job title, the organization's name, or property, for private profit or benefit.

BOARD CHAIR CONFLICT OF INTEREST POLICY

In accordance with the North Carolina Partnership for Children Board Policy approved June 9, 2004, a local board chair of a Smart Start partnership can not have a conflict of interest related to Smart Start funds. This policy prohibits individuals from serving as board chair if they (or affiliated person(s)) work directly with a Smart Start funded activity or have authority over a department, division, agency, or other entity that manages a Smart Start funded activity.