

Boulder County AIDS Project

BCAP Policies & Procedure Handbook v5 – Conflict of Interest Policy

Conflict of Interest

The Directors of Boulder County AIDS Project have resolved that no Member of the Board of Directors shall participate in any discussion or vote on any matter in which he, she or a member of his or her immediate family (spouse or partner, parents, children, siblings or other related permanent members of the household) has a potential conflict of interest due to having material economic or personal involvement regarding the matter being discussed. If such a situation presents itself, the Director must announce his or her potential conflict, disqualify him or herself, and be excused from the discussion and vote. The President of the meeting is expected to make inquiry if such conflict appears to exist and the Board Member has not made it known. Board Members and key management Staff will submit a Conflict of Interest Statement on a yearly basis.

BCAP has a policy of including clients of the organization on the Board of Directors. As an HIV/AIDS services and advocacy organization, it is critical to have the perspective of HIV positive people on the Board. Furthermore, the bylaws state that there must be client representation on the Executive Committee. Because of this policy, the Board needs to be aware of the potential conflicts of interest that can arise from having clients on the Board, and must be prepared to mitigate such conflicts as necessary.