



Conflict of Interest Policy

Big Lake Youth Football Association

1. **Purpose of Policy**

Members of Big Lake Youth Football Association (BLYFA), its members, elected Officers, Directors & Coordinators have a duty of loyalty to BLYFA. In obligation to this duty it is the policy of BLYFA that these identified individuals may not use their positions for personal, financial, family or professional gain at the expense of the BLYFA. This policy is not meant to eliminate all relationships and activities that may create a duality of interest, but to require the transparency and disclosure of any conflicts of interest. The policy outlines procedures to implement situations where the potential of conflict of interest may be perceived by the Membership.

2. **Definitions**

A conflict of interest may exist when the interests or potential interests of any of the following members may be seen as competing with the interests of the organization.

BLYFA Board of Directors

BLYFA Members

BLYFA Committee Members

A conflict of interest may exist if an individual holding a position identified above has any of the following & has not both disclosed the potential conflict &/or has board approval to proceed: Conflict of Interest Concerns may include but are not limited to the following:

- Any conflicting loyalty that may exist stemming from occupation, employer or other advocacy or interest group(s).
- Membership on other boards or staffs that may be perceived as a conflict of interest.
- Any personal interest or that of family/partner of any member's acting as an individual consumer of the BLYFA services or whose family member is a consumer of services.
- Financial or other interests or concerns of the board member's immediate family/partner that may be seen as competing or conflicting with the interests of the BLYFA.
- Discussions and procedures during Committee deliberations that would directly affect a member's affiliated club, family or personal interest.
- Self-dealing or conducting of private business or personal services with the Association.
- Accepting personal benefits or gifts for either yourself or your family members from vendors or others directly related to the Association.
- Influence peddling or soliciting benefits in exchange for advancement of another.
- Using Association's property for private advantage or personal use without Board Approval.
- Using confidential information of Association's members, donors or dealings.
- Funding from Association of programs or through grants that would directly benefit a board member, or their business interests or family

3. Dissemination of Policy and Disclosure Process

A copy of this conflict of interest policy shall be furnished to individuals holding and/or seeking to serve in any of the positions identified by being distributed in all annual election packets. All individuals holding these positions shall be required to acknowledge the policy and disclosure process annually. Any potential conflicts of interest shall be made transparent to the Board of Directors. This annual process shall happen at the Board of Directors Annual meeting in January in order to continue the responsibility to scrutinize transactions, outside business, and professional interests and relationships for potential conflicts of interest and in order for the Board of Directors to meet their duty of care, duty of loyalty and duty of obedience. In support of full transparency and disclosure, any new situation that arises throughout the year, that meets the conflict of interest definitions described above, must be disclosed to the Board of Directors immediately by the Member.

4. Policy Enforcement

A Member who fails to follow the protocols established herein shall be subjected to disciplinary action by the Board of Directors in accordance with the by-laws.

Adapted February 10, 2014