



TOOL KIT #3

BOARD LEGAL RESPONSIBILITIES

Resource List

This Resource List for Tool Kit #3 includes great web-based and PDF handouts on each of the three topic areas (Roles of Board members, Board Policies, and Conflict of Interests) that comprise this Tool Kit. The Resource List includes resources that you can use as needed to meet the professional development time available and the specific needs of your own Parent Center. Here are several ways to use the Resource List:

- Identify resources to use during the Dialogue Guide discussion.
- Provide hard copies of 1 or 2 resources from the Resource List that really speak to you for your Parent Center.
- Provide a copy of this whole Resource List as a “take home” for later study by Board members.

All PDF handouts on the Resource List will be made available in a central repository for Boards and Directors to access. The Development Team has secured approval for reprinting all resources on the List, including those with copyrights.

Topic Area	Resource	Description	File Name Or Web Link	Source
ROLES OF BOARD MEMBERS	The Legal Duties of the Nonprofit Board and Its Members	An overview of the responsibility and accountability for the conduct of the Board of directors of a nonprofit agency	https://regioncptac.org/document/three-legal-duties-of-the-board/	Region 3 RPTAC
	Legal Responsibilities of Boards	An explanation of the four areas in which Board members must demonstrate “due diligence”	https://regioncptac.org/wp-content/uploads/2023/01/TK3_2_NP_Legal_Resp_Boards.pdf	Dalhousie University
	Ten Responsibilities of Nonprofit Boards	A brief explanation of the ten responsibilities of a Board of directors	https://regioncptac.org/document/ten-responsibilities-of-nonprofit-boards/	Region 5 RPTAC
BOARD POLICIES	BoardSource Policy Sampler	A comprehensive list of templates for Board policies	https://regioncptac.org/document/boardsource-nonprofit-policy-sampler/	BoardSource
	Template for Board Policies & Procedures	A blank template for formatting Board policies	https://regioncptac.org/document/policy-procedure-format/	Region 3 RPTAC

TOPIC AREA	Resource	Description	File Name OR WEB LINK	Source
CONFLICT OF INTERESTS	A Board Member's Code of Ethics	A brief resource outlining the importance of having a code of ethics within nonprofits	https://regioncptac.org/wp-content/uploads/2023/01/TK3_6_BoardMembersCodeofEthics.pdf	BoardSource
	Nonprofit Conflict of Interest	A resource with procedures for handling a conflict of interest.	https://regioncptac.org/wp-content/uploads/2023/01/TK3_7_NP_Conflict_of_Interest.pdf	
	Sample Policy for Conflict of Interest	Sample policy for conflict of interest	https://regioncptac.org/document/sample-conflict-of-interest-disclosure-form/	Dalhousie University
	Guide to Insurance for Board Members	An overview of the importance of insurance in a QA format	https://regioncptac.org/wp-content/uploads/2023/01/TK3_8_Guide-to-Insurance-for-Board-members-1_0.pdf	Blue Avocado
	Directors and Officers Insurance	An overview of the importance of D&O insurance for nonprofits	https://regioncptac.org/wp-content/uploads/2023/01/TK3_8_Guide-to-Insurance-for-Board-members-1_0.pdf	Oysan

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