

NSIP Board of Directors  
STANDARDS OF PRACTICE

These Standards of Practice are to be reviewed, reaffirmed or rewritten, and signed each year at the Board of Directors' annual meeting.

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As duly selected members of the Board of Directors of the National SAM Innovation Project (NSIP), we accept the responsibility given to us to ensure the success of the corporation through providing high quality service to the corporation's clients. To that end, we hereby commit to the following in the conduct of our business.

We will:

- Provide a public benefit through the SAM process;
- Uphold all applicable federal, state and local laws and regulations;
- Abide by the policies of the Board, and work with fellow governance team members to change those policies as needed to improve service to clients;
- Maintain Board focus on providing high quality service to all clients;
- Not use our positions for personal or partisan gain;
- In cases in which a Board member or members may also be employees of the corporation (e.g., should a Board member also serve as a time change coach, data collector, member of an implementation team, etc.), keep personal/employee concerns and issues separate from Board issues and concerns;
- Model continuous learning in our roles as members of the governance team;
- Maintain a strategic plan for the corporation that clearly defines success and accountability for the board, the Executive Director, the staff and our clients;
- Focus on the policy work of the Board and monitor progress according to the indicators of success in our strategic plan, leaving the day to day operation of the corporation to the Executive Director and staff;
- Base our decisions on available facts, vote our convictions, avoid bias, and uphold the decisions of the majority of the Board once a decision is made;
- Work to build trust between and among Board members and the Executive Director by treating everyone with dignity and respect, even in times of disagreement;
- Maintain the confidentiality of privileged information, including that shared in executive sessions of the Board;
- Recognize that authority rests only with majority decisions of the Board, and make no independent commitments or take any independent actions that may compromise the Board as a whole ("The Board speaks as one, or not at all.");
- Refer client complaints and concerns to the appropriate person within the corporation's chain of command; and
- Respect the leadership roles of the Board Chair, the Board officers, and the Executive Director.

We will maintain fidelity to these commitments and will be held accountable by our fellow Board members should any one of us fail to live up to these commitments.

Signed:


Date: \_\_\_\_\_