

Unit/District Youth Bridge Program

The Unit or District Board of Directors should adopt, in accordance with its bylaws, a program along the following lines:

Resolved, that Unit/District ___ of the ACBL creates a Youth Bridge Program as follows:

1. The Unit/District will ask clubs within its geographical jurisdiction who have fulfilled their obligation to conduct at least one charity game for the national charity selected for that calendar year by the ACBL Charity Foundation to host one or more additional, optional charity games, the charity surcharge proceeds of which shall be designated for the support of youth bridge.

2. The proceeds arising from charity games conducted under paragraph #1 above, together with the funds generated by special events and direct donations, if any, shall be deposited with the Foundation for the Preservation and Advancement of Bridge, by check, money order, draft, or other negotiable instrument, with a notation or cover letter identifying the monies as part of the Unit/District ___ Youth Bridge Program, payable to “FPAB” and delivering such payment to “FPAB c/o Galen Hardy, Treasurer, 2990 Airways Blvd., Memphis, TN 38116-3847”, or to such subsequent address as may be designated by the Board of Trustees of the FPAB. The FPAB may, but to date has not, charge an administrative fee of up to 5% to cover its costs of administration.

3. The Unit/District ___ shall designate itself as a Board of Fiduciaries, or appoint or elect a Board of Fiduciaries consisting of not fewer than 3 or more than 9 persons of suitable age and discretion, to recommend to the Board of Trustees of the FPAB the disbursements to be made from the Unit/District funds held by the FPAB. Each Fiduciary, before exercising any of the powers of such office, must agree to be bound by the FPAB conflict of interest policy, with the understanding that such policy shall apply as though each Fiduciary were a Trustee and as though the Unit/District Youth Bridge Program were being administered by such Fiduciary as a Trustee of the Foundation (FPAB conflict of interest policy appears below). A majority of the persons acting as fiduciaries may not be parents, grandparents, aunts, uncles, or first cousins, by blood or affinity, to any applicant for a youth stipend or youth bridge program request. A Board of Fiduciaries shall have appropriate bylaws to assure open meetings, fair process, the keeping of minutes, and the inspection of records. A Board of Fiduciaries shall elect a presiding officer (if not designated by the appointing or electing Unit/District Board) and a recording secretary. A Unit may create more than one Board of Fiduciaries if each such Board administers the youth bridge program in a designated unique geographic area.

4. The Board of Fiduciaries shall recommend disbursements based on criteria established by itself or the appointing or electing Board which shall be consistent with the following:

a. All youths within designated age categories who are members in good standing of the American Contract Bridge League and residents or enrolled students in the Unit/District shall have equal eligibility to apply for stipends;

b. Any organization may apply for a grant in order to create classes, games or programs designed to teach and promote bridge for area youth;

c. Race, gender, religion, ethnicity, sexual orientation, height, weight, and similar characteristics shall not be taken into account, in any manner whatsoever, in awarding grants or determining stipend awards;

d. Physical limitations, such as blindness, deafness, chronic disease, or other disability or handicap shall not be taken into account, in any manner whatsoever, in awarding grants or determining stipend awards, except, for youth bridge camps, where limitations inherent in the host facility necessitate;

e. Bridge skill or ability may, but need not, be considered in determining stipend awards, but, if such factor is utilized, it shall be judged solely on the basis of the outcome of a designated event or events which is/are limited to players under 25 years of age (and which may be stratified by age groupings) but which are otherwise open to all youths within the Unit/District who are members in good

standing of the American Contract Bridge League. Masterpoints accumulated outside such designated event(s) shall not be taken into account, in any manner whatsoever, in determining stipend awards;

f. Financial need may be a factor in determining both eligibility for and the amount of stipend awards, provided, that the Board of Fiduciaries shall establish clear and unambiguous standards for objectively measuring financial need, publicize such criteria, and create a form and verification procedures necessary to acquire the data requisite to implementation of this provision and to assure that such information bears adequate indicia of verisimilitude;

g. Grant or stipends may be awarded in equal amounts to all successful applicants, or in graduated amounts, provided that graduations are based either on event placing(s) under subparagraph e above or financial need under subparagraph f above or on a combination of event placing and financial need, and provided further that such graduations be clearly detailed in all pertinent particulars prior to the raising of funds under ¶2 above for that calendar year.

h. After determining its stipend award recommendations for a calendar year, youth bridge camp, special youth congress such as the Youth North American Bridge Championships scheduled for 2009, or other program, the secretary of the Board of Fiduciaries, the Board of Fiduciaries shall prepare a written report summarizing its determinations, including a detailed summary of any non-

tournament-centered program, the name, address, ACBL player number, and telephone number of each stipend recipient, signed and certified as complete and accurate by its presiding officer and recording secretary, to which it shall attach a full, accurate and complete copy of the criteria used in making such determinations, a listing of the members of such Board and their relationships, if any, to applicants for stipends, a copy of the approved minutes of all meetings of the Board of Fiduciaries at which stipend determinations were made, certified by the recording secretary and presiding officer for accuracy and completeness, and file such documentation with the FPAB in care of the Treasurer at the address specified in ¶2 above.

5. Upon receipt of the report and ancillary information required by subparagraph 4h above, the Treasurer shall forward such material by e-mail or other appropriate means to the Trustees of the FPAB. The Treasurer shall not forward any submission that is incomplete or that is facially not in full compliance with the requirements of ¶4 above. If no objections are received by the Treasurer from any FPAB Trustee within 7 business days of transmission by e-mail or facsimile, or within 10 days of transmission by other means, the Treasurer will be deemed authorized to disburse funds in accordance with the determinations made by the Board of Fiduciaries, provided such disbursements do not exceed the funds on deposit from that Unit/District. If objections are received by the Treasurer, the

President of the FPAB shall be notified and the issue of disbursements shall then be decided by the Board of Trustees at a regular or special meeting.

Conflict of Interest.

The following articles constitute the Foundation for the Preservation and Advancement of Bridge Conflict of Interest Policy.

Part I Purpose

The purpose of the conflict of interest policy is to protect this tax-exempt organization's (Foundation) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or Trustee of the Foundation or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Part II Definitions

1. Interested Person

Any director, principal officer, or member of a committee with Board of Trustees delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

2. Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a.** An ownership or investment interest in any entity with which the Foundation has a transaction or arrangement,
- b.** A compensation arrangement with the Foundation or with any entity or individual with which the Foundation has a transaction or arrangement, or
- c.** A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Foundation is negotiating a transaction or arrangement.

“Compensation” includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate Board of Trustees or committee decides that a conflict of interest exists.

Part III Procedures

1. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with Board of Trustees delegated powers considering the proposed transaction or arrangement.

2. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the Board of Trustees or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

3. Procedures for Addressing the Conflict of Interest

a. An interested person may make a presentation at the Board of Trustees or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

b. The chairperson of the Board of Trustees or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

c. After exercising due diligence, the Board of Trustees or committee shall determine whether the Foundation can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Board of Trustees or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Foundation's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

4. Violations of the Conflicts of Interest Policy

a. If the Board of Trustees or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the Board of Trustees or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Part IV Records of Proceedings

The minutes of the Board of Trustees and all committees with board delegated powers shall contain:

a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Board of Trustees' or committee's decision as to whether a conflict of interest in fact existed.

b. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Article V Compensation

a. A voting member of the Board of Trustees who receives compensation, directly or indirectly, from the Foundation for services is precluded from voting on matters pertaining to that member's compensation.

b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Foundation for services is precluded from voting on matters pertaining to that member's compensation.

c. No voting member of the Board of Trustees or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Foundation, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Part VI Annual Statements

Each director, principal officer and member of a committee with Board of Trustees delegated powers shall annually sign a statement which affirms such person:

a. Has received a copy of the conflicts of interest policy,

b. Has read and understands the policy,

c. Has agreed to comply with the policy, and

d. Understands the Foundation is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Part VII
Periodic Reviews

To ensure the Foundation operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a. Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.
- b. Whether partnerships, joint ventures, and arrangements with management organizations conform to the Foundation's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

Part VIII
Use of Outside Experts

When conducting the periodic reviews as provided for in Article VII, the Foundation may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Board of Trustees of its responsibility for ensuring periodic reviews are conducted.

Part IX
Conflict of Interest Acknowledgement Form

Each director, principal officer and member of a committee with Board of Trustees delegated powers shall annually provided a signed copy of the following form to the Treasurer, to be kept on file with the records of the Foundation:

**FOUNDATION FOR THE PRESERVATION AND
ADVANCEMENT OF BRIDGE**

I, _____ (type or print name), being a (check one)
Trustee ___ Officer ___ Member of a Committee with Board of Trustees delegated
powers ___ of the Foundation for the Preservation and Advancement of Bridge
hereby acknowledge that I

- a.** have received a copy of the Foundation’s conflicts of interest policy,
- b.** have read and understands the policy,
- c.** have agreed to comply with the policy, and
- d.** understand the Foundation is charitable and in order to maintain its federal tax exemption the Foundation must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Signature

Date: _____