

# **Big Sky Institute for the Advancement of Nonprofits (BSI)**

## **Public Reporting and Transparency Policy**

### **I. Purpose:**

A. BSI believes in transparency and accountability to its stakeholders and the public by making available information on BSI's governance structure, governance policies and documents, financial condition as reflected in audited financial statements, and major programs.

B. This policy implements Internal Revenue Service requirements regarding public disclosure of BSI's IRS form 1023 exemption application and annual reporting IRS forms.

### **II. Information Available to the Public:**

A. BSI shall post on its website and make available upon request the following information and documents in a timely manner:

1. Governance Documents, including:

- a. A list of the current officers and directors of BSI
- b. Articles of Incorporation
- c. Bylaws
- d. Charters of Standing Committees – Executive Committee, Governance and Nominating Committee, Finance Committee, Development Committee, and Program Committee
- e. Code of Ethics
- f. Conflict of Interest Policy
- g. Board Governance Policy
- h. Whistleblower Policy
- i. Executive Compensation Policy
- j. Public Reporting and Transparency Policy

2. Financial and IRS documents, including:

- a. IRS form 1023 exemption application
- b. IRS form 990 and 990T
- c. Audited financial statements

### **III. Delegation of Authority for Website Management:**

BSI delegates to the Executive Director the authority to manage the BSI website in accordance with this policy and with the further objectives of informing BSI's stakeholders and the public of BSI's major activities and programs and providing information that supports BSI's mission.

**Approved by the Board on August 23, 2013.**

