



2019 Board Member Application Packet

On behalf of the Hemophilia Alliance Foundation (HAF) Board of Directors, we are pleased to provide you with the attached application packet for the election of HAF Board members whose terms will begin on April 1, 2019. The attached packet is being provided to all interested candidates. Listed below, are the key steps in the application process:

- 1) Complete all questions and sections of the attached 2019 Board Member Application.
- 2) Include the following attachments:
 - Complete and sign the attached Conflict of Interest Disclosure Statement and Confidentiality Agreement.
 - Copy of your resume and/or curriculum vitae
 - One professional letter of support addressed to the HAF board of directors from someone who can attest to your skills and experience relevant to the work of the foundation.
- 3) Submit your application and supporting materials vial email to mcraciunoiu@hemophilia.org **no later than Friday, November 30, 2018.**

NOTE: The Board Development Committee may reach out to any candidate for additional questions or needed information to ensure the candidate can meet the expectations and requirements of Board service, and therefore not all candidates will necessarily be represented on the final slate.

Election Results:

Results of the election will be announced by Friday, December 21, 2018 via email communication to all candidates. If elected to the HAF board, candidates will be expected to participate in board orientation and the spring meeting of the HAF board held in late February/early March of each year. The exact dates will be shared with candidates on or before December 21st.

Quality of Candidates:

HAF benefits from having a Board that brings a wide range of perspectives, skills, and backgrounds to the organization. There is no one set of qualifications or attributes for a Board member. We value commitment, energy, open-mindedness, mature judgment, and a strong sense of responsibility. Individuals contribute through many qualities – leadership and visionary thinking, organizational skills, nonprofit experience, professional expertise (legal, medical, business, finance, etc.), and familiarity with the needs and interest of the bleeding disorders community. We strive to include a purposeful mix of Board members through diversity of race, gender, ethnicity, and geographic location.

Eligibility of Candidates:

To avoid challenges with conflicts of interest, HAF does not allow individuals who hold certain financial interests or who sit on the boards of certain other entities with conflicting interest to serve on the Board of HAF. The following kinds of interests be considered before applying:

- Applicants who are employed by companies that manufacture drugs, clotting factors, and other products, or that provide infusion or home care services, for persons with bleeding disorders will not be considered, per HAF policy.
- Applicants must disclose any consulting relationship, income or other compensation from in such companies in the HAF Conflict of Interest Disclosure Statement and Confidentiality Agreement form, for consideration.

Should you have any questions or need any additional information in order to complete or submit your application, please contact Michael Craciunoiu (mcraciunoiu@hemophilia.org / 317-417-5501).



HEMOPHILIA ALLIANCE FOUNDATION

2019 Board Member Application

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|-------------------------|--|
| Applicant Name | |
| Mailing Address | |
| Telephone Number | |
| Email Address | |
| Current Employer | |
| Current Title | |

1. Why do you want to serve on the HAF Board of Directors?

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2. What talents, knowledge and skills uniquely qualify you for service and immediate impact on the HAF Board of Directors?

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3. Interest/Connection to Bleeding Disorders (if any):

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4. Is there anything else you would like the HAF Board of Directors to know about you?

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Hemophilia Alliance Foundation
Conflict of Interest Disclosure Statement and Confidentiality Agreement

The standard of behavior at the Hemophilia Alliance Foundation is that all staff, independent contractors, volunteers, officers, and board members scrupulously avoid conflicts of interest between the interests of the Hemophilia Alliance Foundation on one hand, and personal, professional, and business interests on the other. This includes avoiding potential and actual conflicts of interest, as well as perceptions of conflicts of interest.

I understand that the purposes of this policy are to protect the integrity of the Hemophilia Alliance Foundation's decision-making process, to enable our constituencies to have confidence in our integrity, and to protect the integrity and reputations of volunteers, staff, independent contractors, officers, and board members. Upon or before election, hiring, contracting, or appointment, I will make a full, written disclosure of interests, relationships, and holdings that could potentially result in a conflict of interest.

This written disclosure will be kept on file and I will update it as appropriate, and review it at least on an annual basis.

In the course of meetings or activities, I will disclose any interests in a transaction or decision where I (including my business or other nonprofit affiliations), my family, and/or my significant other, employer, or close associates will receive a benefit or gain. After disclosure, I understand that I may be asked to leave the room for the discussion and will not be permitted to vote on the question.

Listed below are my perceived or inherent conflicts of interest (If none, indicate as such):

Confidentiality of Hemophilia Alliance Foundation's information shall be maintained by all staff, independent contractors, volunteers, officers, and board members. Confidential information means the trade secrets, financial information, contract terms of Hemophilia Alliance Foundation contracts, and other proprietary information including without

limitation the procedures and techniques used in the operation of the Hemophilia Alliance Foundation, compilations of information, records, and processes used in the operation of the Hemophilia Alliance Foundation, including computer software programs and data, lists of members, suppliers, GPO contractors, financial data, drug utilization data, and other proprietary information. Such Confidential Information shall not be disclosed to anyone outside of the Board of Directors, officers, employees, and independent contractors. Confidential information does not include information that is generally available to the public.

I understand that this policy is not meant to supplement good judgment, and I will respect its spirit as well as its wording.

Signed by: _____ Date: _____

Print name: _____