

## Navigating Nonprofit Policies: The Recipe for Success

Think of your policies like a favorite recipe — they need regular tweaks! Schedule periodic reviews, whether annually or as needed, and consider enlisting external experts to help refine them.

*Best practice policies for each area may include the following:*

### Governance

- Conflict of Interest\*
- Whistleblower\*
- Record Retention/Destruction\*
- Compensation\*
- Joint Venture\*
- Chapter/Affiliate\*
- Code of Conduct (staff/board)
- Gift Acceptance\*
- Anti-trust

### Accounting

- Contribution Acceptance
- Fixed Asset/Capitalization
- Signing Authority/Contracting
- Revenue Recognition
- Bad Debts/Allowance/CECL
- Functional Allocation of Expenses
- Lease Accounting
- Crypto Currency FMV
- Corporate Card Issuance
- Expense Approvals

### Risk Management

- Business Continuity
- Cybersecurity Risk Management
- Disaster Recovery
- Procurement
- Enterprise Risk Management
- Third-Party Risk Management

### Investment

- Investment Policy Statement
- Reserves
- Cash Management

### Human Resources

- Employee Handbook Acknowledgement
- Employment/Performance
- EEO/Non-harassment
- Travel & Business Expenses
- Social Media
- Generative AI
- Remote Work

### Information Technology

- Access Controls
- Acceptable Use
- Backup, Storage & Data Retention
- Change Management
- Data Classification & Governance
- Data Retention
- Information Security
- Incident Response
- Privacy
- Credit Card Security
- Personal Device Usage

*\*Indicates that a particular policy is specifically asked about on the annual Form 990*

# Resources

[Information Security Policy Templates | SANS Institute](#)

[Information Systems Audit and Control Association](#)

[AICPA Sample policies](#)

[ASAE Sample policies](#)

[BoardSource Resources](#)

[National Council of Nonprofits](#)

[IRS COI policy example](#)

[SHRM Sample policies](#)



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