



## Association Endorsement Policy and Procedure

### **PURPOSE**

The purpose of this document is to establish a standard protocol when INACSL is approached by an individual or organization for endorsement and/or collaboration.

### **POLICY**

Members of INACSL, INACSL committees, and the Board of Directors may exercise their free will as individuals to endorse or collaborate with other individuals and organizations but are prohibited from representing INACSL or referencing their role within INACSL as part of an endorsement without prior approval by the Board of Directors (BOD).

### **PROCEDURE**

When approached by an individual or organization for collaboration or endorsement, the Board of Directors will evaluate the request, guided by the following questions:

- Does the request for collaboration/endorsement include all the information necessary to begin the decision-making process?
- Is the request for collaboration/endorsement congruent with INACSL's mission/vision/core values, strategic plan, and/or research priorities?
- How would collaboration/endorsement enhance or hinder INACSL's existing products, programs, and/or services?
- What type of resources would collaboration/endorsement require of INACSL?
  - Financial
  - Time
  - Human
  - Technology
  - Other
- What are the legal and ethical considerations that might prevent INACSL from collaborating or endorsing as requested?
- Is the proposed collaborating individual or organization reputable?

The Board of Directors shall evaluate and vote to either approve or deny the request for collaboration or endorsement. The Board of Directors may also consider collaboration or endorsement contingent upon specific factors that would be of added benefit to INACSL. If approved, the Board of Directors may appoint a board member or the Executive Director to send the letter of support. A sample draft letter of support is attached (Exhibit A).