

# Corridors of Opportunity

## Community Engagement Team (CET) Grant Proposal Review Committee *Conflict of Interest Policy*

The CET has a conflict of interest policy designed to make clear any connections to proposals under consideration and to eliminate the possibility of a Grant Proposal Review Committee member having an inappropriate role in the decision concerning a proposal in which the member has an interest. The official policy is as follows:

Two types of involvement are defined with accompanying expectations.

**A.** Direct and/or participatory involvement in an organization means that a Committee member is a current board member, an employee, or a paid consultant of an organization under consideration.

\*In this situation, the Committee member will absent him/herself from the discussion, site visit, and voting on the proposal.

**B.** Advisory, agent/sponsorship, and/or informal involvement with a group is defined as having a connection with a group that is other than described in (A), such as relation to an active participant, operating in a formal or informal advisory role, working in coalition or acting as a fiscal agent or sponsor.

\*In this situation, the Committee member will not attend the site visit nor vote on that proposal. The Committee member may take part in the discussion, answer questions, and provide information about the project but may not act in an 'advocate' role.

CET Staff will ask that Committee members declare either type of conflict at the initial stage of review and the Committee will reconfirm the existence of any conflicts at the Committee meetings of each review cycle.

**Note:** If a Committee member has any questions about the applicability of the conflict of interest policy he/she is encouraged to discuss the situation with CET staff and/or the Committee.

**Proposal Scoring:** In voting, abstentions due to conflict of interest will be recorded and not counted against the total for any ranking of proposals that may occur.