

Model Conflict-of-Interest Policy

The board of directors of the [insert name] has adopted this conflict-of-interest policy.

The members of the board of directors and any management employees of the [insert name] shall avoid conflicts of interest and any conduct which may suggest the appearance of impropriety in the disbursement of funds.

If a potential conflict of interest arises, the board member or management employee must disclose the potential conflict to the board of directors. Further, the board member or management employee shall not vote on nor participate in the solicitation, negotiation, formation, award, arbitration, modification, or settlement of any contract or grant involving any State funds or any dispute arising under such contract or grant when the board member or management employee stands to benefit, either directly or indirectly, from such contract or grant.

A board member or management employee is not deemed to benefit directly or indirectly from a contract or grant if he or she receives only the salary or stipend due to him or her in the normal course of employment with or service to the [insert name].

All board members and employees shall be informed of this policy.

I certify that this is the current Conflict-of-Interest Policy of the [insert name].

Executive Director (or chair)

Date

Sworn and subscribed before
me on this the _____ day of
_____, 200__.

Notary Public

My commission expires: