



CONFLICT OF INTEREST DECLARATION FORM

Mille Lacs Soil & Water Conservation District Board

Meeting Date: _____

This conflict of interest form provides the Mille Lacs Soil & Water Conservation District (SWCD) grant program and project reviewers with an opportunity to disclose any conflicts of interest, or potential for conflicts of interest that exist during a decision-making process. It is the reviewer's obligation to be familiar with the Mille Lacs SWCD Conflict of Interest Policy and to disclose any conflicts of interest. The reviewer is not required to explain the reason for the conflict of interest as this form is considered public data under Minn. Statute 13.599- Grants. **A disclosure does not automatically result in the reviewer being removed from the review process.**

Descriptions of conflicts of interest: A conflict of interest shall be deemed to exist when a review of the situation by the project reviewer (or other agency personnel) determines any one of the following conditions to be present:

- A project reviewer uses his/her status or position to obtain special advantage, benefit, or access to the grantee or project applicant's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.
- A grant reviewer receives or accepts money or anything else of value from a state grantee or project applicant or has equity or a financial interest in or partial or whole ownership of an applicant organization.
- A project reviewer is an employee of a project applicant or is a family member of anyone involved in the grantee or project applicant's agency.
- A project reviewer is in a position to devise benefit by directly influencing a grant-making process to favor an organization the project reviewer has an interest in.

Please read the descriptions of conflict of interest below and sign the appropriate line that pertains to you and your status as a reviewer of this agenda item, issue, topic or project.

1. Based on the descriptions above, I do not have a conflict of interest. If at any time during the project-making process I discover a conflict of interest, I will disclose that conflict to the meeting chair immediately.

Name: _____

Signature: _____

Name: _____

Signature: _____

Name: _____

Signature: _____

Name: _____

Signature: _____

Name: _____

Signature: _____

-OR-

Continued on next page

2. Based on the descriptions above, I have or may have an actual or perceived conflict of interest, which I am listing below.

I am unable or unwilling to participate in this evaluation, recommendation or allocation process because of a conflict of interest. *(check the box if so)*

(The reviewer should list the specific evaluation, recommendation, or allocation with which they may have a conflict of interest. The reviewer may describe the nature of the conflict in the space below, but this information is not required since this form is considered public information.)

(continue below or on an attachment if needed)

Name: _____ Signature: _____

I am unable or unwilling to participate in this evaluation, recommendation or allocation process because of a conflict of interest. *(check the box if so)*

(The reviewer should list the specific evaluation, recommendation, or allocation with which they may have a conflict of interest. The reviewer may describe the nature of the conflict in the space below, but this information is not required since this form is considered public information.)

(continue below or on an attachment if needed)

Name: _____ Signature: _____

I am unable or unwilling to participate in this evaluation, recommendation or allocation process because of a conflict of interest. *(check the box if so)*

(The reviewer should list the specific evaluation, recommendation, or allocation with which they may have a conflict of interest. The reviewer may describe the nature of the conflict in the space below, but this information is not required since this form is considered public information.)

(continue below or on an attachment if needed)

Name: _____ Signature: _____

Attach sheets for additional declarations