



## Review and Rank Panel - Conflict of Interest Statement

### Standard

No person with a conflict of interest may serve on the Review and Rank Panel / Appeals Panel.

### Definitions of Conflict of Interest

Covered Person (HUD Definition): Under 24 CFR § 578.95(d)(1), a covered person is “an employee, agent, consultant, officer, or elected or appointed official of the recipient or its sub- recipients and who exercises or has exercised any functions or responsibilities with respect to activities assisted under this part, or who is in a position to participate in a decision-making process or gain inside information with regard to activities assisted under this part.” Covered persons may not obtain financial interests or benefits from a federally assisted activity or the proceeds thereof, including through contract, subcontract, or agreement. This prohibition extends to those with whom the covered person has immediate family or business ties, and applies during the person’s tenure, as well as during the one-year period following his or her tenure.

This applies to the CoC Advisory Board and Committees, including the Project Review Committee, Partners with Lived Expertise Committee, and Review & Rank/Appeals Panel.

### Specifically, an individual conflict of interest exists if:

1. A Review and Rank/Appeals Panel member has business ties, or one of his or her family members, has a personal or financial interest that compromises or could compromise the member’s independence of judgment in exercising their responsibilities to the CoC.

### Examples:

- A Panel member, or a Panel member’s spouse/partner, is a board member of a nonprofit to which the Panel is considering making a grant.
- A Panel member or their immediate family member works for an organization that is applying for funding from the CoC
- A Panel member or their employer and an applicant for funding are in partnership on a project(s) that would benefit from the CoC funding.



2. Cases where activities or relationships with other persons or organizations render a Review and Rank/Appeals Panel member unable or potentially unable to render impartial evaluation and maintain objectivity in performing the Panel’s work.

Examples:

- A Panel member has obtained information about an applicant agency from other application processes and/or working relationships and that might impact the Panel member’s judgment and evaluation and influence the Review and Rank process, particularly if any of that external information is shared with the rest of the Panel.
  - A Panel member has worked with an applicant on projects before and that has led the Panel member to a conclusion about the fitness of that applicant to receive CoC funding.
3. Any other circumstances exist which impede a Panel member’s ability to objectively, fairly, and impartially Review and Rank proposals for funding.

Acknowledgement

I have read and understand the definitions of “conflict of interest.” No conflict of interest prohibits me from serving on the Review and Rank Panel / Appeals Panel. Should I later become aware of a conflict of interest, I will immediately report it and, if necessary, recuse myself from service.

**Signature:**

**Date:**