



<u>APPROVED ON AND BY:</u>	February 2, 2015; EMSWCD Board of Directors
<u>POLICY STATEMENT:</u>	<p>The purpose of the EMSWCD’s <i>Disclosure and Avoidance of Bias Policy</i> is to avoid real and perceived bias related to EMSWCD’s Grant Program. This policy does not replace, supersede or change in any way any individual’s obligation to obey the Oregon state conflict law.</p> <p>The EMSWCD values its ability to recruit and maintain the involvement of knowledgeable participants in all of EMSWCD’s grant review and approval processes while ensuring the highest level of impartial professional judgment. It is expected that individuals with interest and expertise in conservation will often have related affiliations and it is not the intention to discriminate against worthy grant recipients because grant review committee members [such as the Partners in Conservation (PIC) Review Committee members] or EMSWCD staff serve those recipients in some role. However, the EMSWCD recognizes the need for a clear and effective interest disclosure and bias avoidance policy to assure the public and grant applicants that the review and approval process is fair, not influenced by self-interest, and is based upon sound analysis and established criteria to the extent possible.</p>
<u>APPLICABILITY:</u>	All members of EMSWCD grant review committees.
<u>ATTACHMENTS:</u>	N/A
<u>DEFINITIONS:</u>	<p><i>Real or Perceived Bias:</i></p> <ol style="list-style-type: none"> 1. The participant will benefit financially from award of the grant. 2. Work will be done on the participant’s private property through the grant award. 3. The participant is a staff member of the applicant or an organization that will benefit financially from award of the grant. 4. The participant’s immediate family member will benefit financially from award of the grant (i.e., the relative will be paid to work on the project) or is on the staff or board of the applicant. 5. The participant contributed to the preparation of the grant application (this includes any writing, design or technical review of the application prior to submission).¹ <p><i>Affiliations Requiring Disclosure:</i></p> <ol style="list-style-type: none"> 1. The participant or the participant’s agency/organization is donating or anticipates donating time or services to the project described in the grant application. 2. The participant is or will be a volunteer on the project described in the grant application. 3. The participant’s agency or organization is a named partner on the project described in the grant application.
<u>POLICY:</u>	It is EMSWCD policy that grant review committee members (referred to hereafter as participant) will not rank, vote on, or participate in deliberations concerning project(s) in which they have a <i>Real or Perceived Bias</i> (as defined above). Participants will fully disclose all <i>Affiliations Requiring Disclosure</i> (as defined above) in addition to any personal and/or professional interests that could influence impartiality. In the case of disclosed affiliations, the participant shall determine whether the disclosure requires any action with regard to participation in the grant review or approval process. This policy is intended to be more restrictive than “conflict of interest” as defined by the State of Oregon.

¹ Exception being the EMSWCD’s Grant Program Manager who assists applicants in preparing grant proposals.