

## Statement of Confidentiality and Conflict of Interest

### **Conflict of Interest**

I agree to evaluate the proposals submitted to the Chesapeake Bay Trust for consideration for funding. Neither I, my organization, nor any immediate family members stand to gain financially from any of the projects should they be funded and will not bid on any projects on the proposal list in the future. I agree to disclose any other potential or perceived conflicts of interest to the Trust for evaluation. The following relationships or affiliations may be considered conflicts of interest and reviewers should carefully consider whether these apply to any of the applicant organizations. If a reviewer or reviewer's immediate family member: (1) is identified as a direct recipient of funding or appear in a sub-contractual budget line; (2) is being considered for employment by, currently employed by, or has been employed by the applicant organization or a named contractor or consultant in the proposal in the past 12 months; (3) holds any office, board membership, or relevant committee chairpersonship in the applicant organization or a named contractor or consultant in the proposal; (4) has received and retained an honorarium or award from the applicant organization within the last 12 months; (5) has other relationships, such as a close personal friendship, with the project leader or member(s) of the project team that they think may affect their judgement or be seen as doing so by a reasonable person familiar with the relationship.

I agree that if I am chosen to be a part of a technical review committee, I will disclose any conflicts of interest.



### **Technical Review Committee - Statement of Confidentiality**

As a member of the Chesapeake Bay Trust Technical Review Committee (Review Committee), I agree that the proceedings of the Review Committee and the information of the applicants shall be regarded as confidential.

Access to all papers, including applications, is limited to members of the Review Committee only. Reviewers agree not to share or discuss the contents of the applications with persons outside the Review Committee during or after the review

process without specific authority of the Trust. This includes contact with the originators of the documents being reviewed concerning any aspect of their contents. Reviewers further agree to not share or discuss details from the review process including identities of fellow reviewers, review materials, and the deliberations and recommendations from the meeting of the Review Committee with persons outside the Review Committee without specific authority of the Trust. Additionally, reviewers agree to retain no copies of documents or parts of documents related to the review and to not use any information obtained as a result of participating as a reviewer or panel member for personal or private gain.

Recommendations determined by the Review Committee are confidential until announced formally according to Chesapeake Bay Trust policy.

I agree that I will keep all information confidential.

