

Reviewer Responsibilities Form

Conflict of Interest

I hereby certify that to the best of my knowledge I do not have a conflict of interest (or have received a waiver) and that my particular circumstances are not likely to raise that appearance of a conflict of interest (or have received a waiver) with respect to any application in this competition. For purposes of this agreement I recognize that I will be considered to have a financial interest, and therefore a conflict of interest, if any of the following has a financial interest in a grant application:

- (1) I, my spouse, minor child, or partner;
- (2) A profit or nonprofit organization in which I serve as an officer, director, trustee, partner, or employee; or
- (3) Any person or organization with whom I am negotiating or have an arrangement concerning prospective employment.

I recognize that this certification is a continuing representation. I acknowledge it is in effect at all times until I have completed all of the work to be performed by me under this agreement.

If I discover that I might have a conflict of interest or the appearance of a conflict of interest with any application in this competition, I will inform the appropriate Program Official immediately.

Agreement On Scope of Work

- A. Before reviewing and scoring any application, I will carefully read all instructions to reviewers, priorities (if applicable), regulations, criteria, and the technical review forms, all of which will be made available to me by the appropriate Program Official;
- B. I will carefully review and score all applications provided to me;
- C. I will score each application solely on its content and to the degree to which the application meets the appropriate priorities and criteria; and
- D. I will complete a technical review form for each application, record the scores in the space(s) provided, sign and date the form, and return it to the appropriate Program Official.

Printed or Typed Name of Reviewer

Signature of Reviewer

Date

Grant Competition/RFP

Deadline Date

Division