



LiveWell Greenville Conflict of Interest Policy

Members of the Leadership Team, task forces, staff and contractors should not engage in activities that might interfere with the discharge of their responsibilities to LiveWell Greenville or in transactions that reasonably might affect the judgments they exercise on behalf of the coalition.

A conflict of interest exists when the interests or concerns of any Leadership Team member, task force member, staff member or contractor are or may be seen as conflicting or competing with the interests or concerns of LiveWell Greenville. This includes situations where a Leadership Team member, task force member, staff member or contractor may personally benefit, directly or indirectly, by a decision made by the coalition. Such a conflicting or competing interest may, but does not necessarily have to, involve an outside organization that has received or may receive funds from LiveWell Greenville, has granted or may grant funds to LiveWell Greenville or has provided or may provide LiveWell Greenville with goods or services.

A Leadership Team member, task force member, staff member or contractor who serves as a director, trustee, officer, consultant or in another similar capacity to an organization that is currently providing funds to LiveWell Greenville, or is providing goods or services to LiveWell Greenville, or is receiving financial support from LiveWell Greenville or has some other direct tangible financial relationship with LiveWell Greenville shall disclose such information, in writing, to LiveWell Greenville. In addition, if any immediate family member of a Leadership Team member, task force member, staff member or contractor also serves in a similar capacity for an organization or entity of the type described above, the Leadership Team member, task force member, staff member or contractor shall disclose such information to LiveWell Greenville.

When any conflict of interest is relevant to a matter requiring action by the Leadership Team or task force, the interested person shall call it to the attention of the Leadership Team or task force, or any relevant committee/workgroup, and such person shall not vote on the matter. If appropriate, such member shall also absent him/herself from the discussion of the matter. Specifically, in considering a request to provide grant, loan or other funds to, or to borrow funds from, or to contract with, an organization with which a Leadership Team member, task force member, staff member or contractor is affiliated, the concerned individual shall notify the coalition chairperson, or the task force facilitator, who will inform the Leadership Team or the task force of the relationship of such member to the organization that is the subject of the matter before the leadership team, or the task force, and such member's relationship, if any, to the consideration and development of the proposal before the team or workgroup. If there is a potential situation of this nature, but a member is not certain if the circumstances come within such procedure, such member may consult with the Executive Director of LiveWell Greenville or the Chair of the Leadership Team to determine the best course of action.

The minutes of the meeting of the Leadership Team, or any task force, shall reflect that the potential conflict of interest was disclosed, that the interested person did not participate in the voting on such matter, and, if that was the case, was not present during the discussion of such matter.

A copy of this Conflict of Interest Policy shall be furnished to each Leadership Team member, task force member, staff member or contractor. All new Leadership Team member, task force member, staff member or contractor shall be advised of this policy upon undertaking the duties of such office. This policy shall be reviewed annually or as requested by the leadership team.

ACKNOWLEDGMENT

This is to acknowledge that I have read this Conflict of Interest Policy and to acknowledge that, except as described below, I am not now nor at any time during the past year have been:

1) A participant, directly or indirectly, in any arrangement, agreement, investment, or other activity with any vendor, supplier, or other parties; doing business with LiveWell Greenville which has resulted or could result in personal benefit to me.

2) A recipient, directly or indirectly, of any salary payments or loans or gifts of any kind or any free service or discounts or other fees from or on behalf of any person or organization engaged in any transaction with LiveWell Greenville.

Any exceptions to 1 or 2 above are stated below with a full description of the transactions and of the interest, whether direct or indirect, which I have had (or have during the past year) in the persons or organization having transactions with LiveWell Greenville.

EXCEPTIONS

Name of Entity: _____

Relationship to Entity:

Date: _____

Signature: _____

Printed name: _____