



CHHS Conflict of Interest Acknowledgment Form

As an appointee to a City of Spokane Board or Commission, I understand that I am subject to the City's Code of Ethics as adopted in Chapter 1.04B of the Spokane Municipal Code 1.04B of the Spokane Municipal Code (SMC). I have reviewed the Code of Ethics and am aware of the provisions regarding conflicts of interest in SMC 1.04B.050.

As a member of a City Board or Commission, I agree to take appropriate action to avoid the creation of any potential or actual conflicts of interest, including consulting with the City Attorney's Office or the Ethics Commission to determine the appropriate course of action to avoid the potential or actual conflict of interest. I agree to recuse myself from participating in any action of the Board or Commission that would be impacted by an apparent or actual conflict of interest.

To ensure compliance across funding sources, including the U.S. Department of Housing and Urban Development Block Grant (CDBG), Emergency Solutions Grant (ESG), HOME Investment Partnership Program (HOME) and Continuum of Care (CoC) programs, as well as local funds administered by the City of Spokane, the following conflict of interest provisions may also apply:

No person who is an employee, agent, consultant, officer, or elected or appointed official of the City of Spokane or any designated public agency, recipient, or subrecipient that receives these funds and who exercise or has exercised any functions or responsibilities with respect to funded activities, or who is in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain financial interest or benefit from the activity, or have any interest in any contract, subcontract, or agreement with respect to the assisted activity—either for themselves or for those whom they have a family business ties—during their tenure or for one year thereafter.

A person with a potential conflict of interest may serve on a Board, advisory committee, or other decision-making body, provided they fully disclose the conflict, recuse themselves from the matter, and abstain from any discussion, deliberation or vote related to the matter in question. These provisions are consistent with 24 CFR §570.611 (CDBG), 24 CFR §576.404 (ESG), 24 CFR §92.356 (HOME) and 24 CFR §578.95 (CoC).

By signing this Conflict of Interest Acknowledgment, I am certifying that if a conflict arises during my official capacity as a Board Member or RFP Committee Member, I will disclose the potential conflict in writing to the Chair of the Board or Committee and will immediately



recuse myself from any discussion, deliberation, and will also abstain from any voting on the matter.

Printed Name

Name of Board or Commission

Signature

Date