

City of Spokane Neighborhood Councils

CDBG Conflict of Interest Statement

HUD regulations at 24 CFR 570.611, 24 CFR 85.36 and 24 CFR 84.42 prohibit an employee, officer or agent of the grantee/subgrantee or recipient/subrecipient from participating in the selection, or in the award or administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved. Any real or apparent conflicts of interest must be publicly disclosed and reported to the City of Spokane, as the grant recipient and the U.S. Department of Housing and Urban Development as the funder. This CDBG Conflict of Interest Statement is meant to address this regulatory requirement.

The general rule is that no persons who are in a position to participate in a funding decision making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one (1) year thereafter.

WHEREAS, I, _____ am a member of the _____ Neighborhood Council (“Neighborhood Council”), and WHEREAS, the Neighborhood Council will make funding recommendations for the Community Development Block Grant awarded to the City of Spokane, and, WHEREAS, I have a real or apparent conflict of interest with the following activities and/or organizations:

Activity/Organization	Nature of Conflict

I hereby notify the Neighborhood Council, City of Spokane and U.S. Department of Housing and Urban Development of such conflict(s) above, and recuse myself from the consideration and discussion of grant awards for the above-identified activities and/or organizations.

In the instance that any additional conflict of interest presents itself, I will abstain from making any comments regarding the activity or organization and abstain from making a motion, seconding a motion or voting to support the particular project where a conflict exists and submit a revised CDBG Conflict of Interest Statement to include the additional activities and/or organizations.

Neighborhood Council Member Signature: _____

Neighborhood Council Member Name (Print): _____

Date: _____

Signature of Neighborhood Council Chair: _____

Date: _____

All completed Conflict of Interest Statements must be returned to the City of Spokane Community, Housing and Human Services Department. Failure to submit completed Conflict of Interest Statements for all individuals voting on CDBG projects (regardless of conflict) will prevent project(s) from being funded. Neighborhood Councils will be required to submit their meeting minutes (including names of all in attendance) with completed Conflict of Interest Statements.