

Conflict of Interest

The Code of Ethics for the City of Topeka Social Services Grant Committee outlines the agency’s Conflict of Interest policies and should be closely reviewed by all Board and Committee members, other volunteers and staff. All known or potential conflicts should be disclosed below. As described in the Code, these include any agencies, grantees, vendors or competing organizations with which you or an immediate family member have a significant interest as a Board member, stakeholder, financial beneficiary, or any organization or subject about which you have strong personal feelings that could affect your judgment on the best course of action for the Social Services Grant Committee.

In awarding and managing contracts to operate youth and social service programs, the City of Topeka Social Services Grant Committee and its volunteers will not engage in and will not condone on the part of contractors any form of undisclosed conflict of interest. City of Topeka employees and volunteers and both the employees and board members of contracting agencies and organizations will not use their positions for any purpose that constitutes or presents the appearance of personal or organizational conflict of interest or gain.

This includes but is not limited to actions that involve the use of contract funds in ways that provide advantage or benefit to the City of Topeka and contractor employees and their immediate families and/or to the members of boards of directors of contracting agencies and their immediate families in regard to (a) the acquisition of goods and services, space or amenities in any form, (b) employment or consulting services, (c) program and project participation, and (d) the receipt of gifts or gratuities. (Immediate family is defined as legal or common law husband or wife, father, mother, brother, sister, son, daughter, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, and daughter-in-law.) Any potential or suspected conflict of interest or appearance of conflict of interest must be brought to the attention of the United Way of Kaw Valley as vendor for the City of Topeka Social Services Grant in writing as part of the application process. Similarly, any potential or suspected conflict of interest or appearance of conflict of interest that arises after an application is submitted must be brought to the attention of the United Way of Kaw Valley, as vendor, in writing to any action that might constitute or result in a conflict of interest.

Please list below any known potential conflicts of interest such as serving as a paid employee or board member of any agency; a vendor of goods and services to UWGT exceeding \$1000.00 per year; receiving financial benefits from an agency or other assistance beyond that received by members of the general public; or immediate future expectancy of employment or vending of goods or services.

Signature_____

Date_____

Print Name_____