



## **Southeast Crescent Regional Commission Conflict of Interest Policy**

The Southeast Crescent Regional Commission (“SCRC”) must conduct its operations and program affairs in the most independent and transparent manner possible. SCRC has adopted this conflict-of-interest policy (this “Policy”) for handling and avoiding potential conflicts of interest or the appearance of conflicts of interest in order to:

- Maintain SCRC’s public trust, reputation, and credibility.
- Protect SCRC’s Federal Co-Chair and Executive Director, State Members, or Alternates to State Members (“Alternates”) (collectively, “Covered Persons”) from charges of acting under a conflict of interest.
- Ensure that SCRC decisions, approvals, disapprovals, recommendations, requests, and contracts are made on a fair and independent basis.
- Ensure that the Covered Persons do not participate personally and substantially in any decision or activity of SCRC, in which, to the individual’s knowledge, any of the following has a financial interest:
  - The individual.
  - The individual’s spouse, parents, siblings, child, or partner.
  - An organization (except a State or political subdivision of a State) in which the individual is serving as an officer, director, trustee, partner, contractor, or employee.
  - Any person or organization with whom the individual is negotiating or has any arrangement concerning prospective employment.
- Conflicts of interest may arise when a Covered Person or a member of their family, as defined below, has a direct or indirect business, financial, or personal interest in the outcome of a decision. Conflicts can arise in connection with all SCRC decisions, including but not limited to approvals, disapprovals, recommendations, procurement, programming, matters of historical or public interest, hiring decisions, and contractual and business relationships.
- For purposes of this policy a person’s “family” includes his or her spouse (partner) and each of his or her parents, children, and siblings.
- Conflicts of interest may also arise when a Covered Person accepts gifts, honoraria or entertainment that might influence their SCRC decision-making or actions.
- Any interest that reasonably could be viewed as adversely affecting the ability of a Covered Person to exercise objective judgment or otherwise perform effectively should be disclosed.

Whenever a Covered Person is in doubt about the existence of a conflict of interest, this Policy requires such person to disclose the conflict or potential conflict.

### **Procedure for Determining and Handling Conflicts of Interest**

If a Covered Person believes that he or she may have, or may be perceived to have, a conflict of interest regarding a matter or decision before SCRC, such Covered Person shall disclose the conflict or potential conflict in writing to SCRC prior to any discussion, decision, action, approval, disapproval, or recommendation regarding the matter.

If a Covered Person believes that another Covered Person has or may have a conflict of interest regarding a matter or decision before SCRC, they shall disclose the conflict or potential conflict in writing to SCRC prior to any discussion, decision, action, approval, disapproval, or recommendation regarding the matter.

Any conflicted Covered Person shall recuse herself or himself from all decisions, actions, approvals, disapprovals, or recommendations regarding the matter.

### **Procedure for Handling Conflicts of Interest Discovered or Disclosed After a Vote or Decision**

If a Covered Person is determined after a vote or decision on an issue or matter to have a conflict of interest with respect to such issue or matter has voted, and the vote of the conflicted individual appears to have been the deciding vote, SCRC shall conduct another vote on the issue or matter without the conflicted individual present or voting. If the vote of the conflicted individual does not appear to have been the deciding vote, the Federal Co-Chair or States' Co-Chair, or the Alternate to the States' Co-Chair may call for a re-vote on the issue or matter if he or she believes that a re-vote is in the best interests of SCRC or may be required under applicable law or regulation.

### **Consequences of a Failure to Disclose Conflicts of Interest**

The SCRC Co-Chairs' Committee may determine what, if any, actions should be taken regarding an individual who fails to disclose a conflict of interest prior to a discussion, decision, action, approval, disapproval, or recommendation regarding a matter as to which the individual has a conflict as required by this Policy.