

CULTURAL DEVELOPMENT FUND (CDF) CONFLICTS OF INTEREST DISCLOSURE FORM

LEGAL NAME OF ORGANIZATION:
FEDERAL EMPLOYEE IDENTIFICATION NUMBER:

The form must be signed and submitted even if you have no conflicts to disclose

Please identify any conflicts of interest between your organization and DCLA.

The terms "conflict of interest" and "associated person" are formally defined below, along with a list of several hypothetical conflicts to guide you in answering this question. Please note that is a non-exhaustive list of relationships that **may potentially be** conflicts under the City's Conflicts of Interest Laws. The conflicts of interest analysis is highly fact-specific and often requires the input of an attorney with specialized ethics expertise. If you have any questions about relationships between your organization and DCLA that may present a conflict of interest, please reach out to your DCLA Program Officer or DCLA's General Counsel Lance Polivy, who will seek further advice from the City's Conflicts of Interest Board. Finally, it is important to note that a potential conflict of interest between your organization and DCLA will not preclude your organization from receiving CDF funding. If a true conflict of interest exists, DCLA will work with your organization to attempt to find a solution that allows the organization to still receive the grant, while fully complying with the City's Conflicts of Interest Laws.

Conflict of Interest: Your organization has a conflict of interest as defined by the City's Conflicts of Interest Laws if any employee of DCLA, or any person associated with any DCLA employee, is also an employee, Director, Trustee, Officer, or consultant to/of the organization; has any direct or indirect financial interest in the organization; or has received or will receive any direct or indirect financial benefit (including through a person associated with that DCLA employee) from the organization or this funding.

Associated Person: An associated person includes spouse, domestic partner, child, parent, or sibling of a DCLA employee; a person with whom a DCLA employee has business or other financial relationship; and each firm in which a DCLA employee has a present or potential interest.

Potential conflicts might include, but are not limited to, the following:

- DCLA Deputy Commissioner John Doe serves on our Board of Trustees.
- DCLA Chief of Staff Jane Doe's husband is currently employed as our facilities manager.
- DCLA Assistant Commissioner Joe Doe rents an apartment to our exhibition curator..

As defined above, my organization has no conflicts of interest to report:

As defined above, my organization has the following conflicts of interest to report: *(complete the table below – attach additional sheets as needed)*

NAME, TITLE, POSITION OF CITY OFFICIAL OR ASSOCIATED PERSON	NATURE OF CONFLICT/ NAME/TITLE/POSITION AND RELATIONSHIP OF PERSON WITHIN ORGANIZATION
<i>Sample: Jane Doe, DCLA Chief of Staff</i>	<i>Sample: DCLA Chief of Staff Jane Doe's husband is currently employed as our facilities manager.</i>

Authorized signatory: _____
Signature Date

Print Name Title