



CONFLICT OF INTEREST RULES
APPLICABLE TO NEIGHBORHOOD ADVISORY BOARDS
NYC Department of Youth and Community Development
(revised 01/2019)

BEFORE FILING THIS APPLICATION, PLEASE READ THESE RULES.

REMOVE AND KEEP THEM
FOR YOUR RECORDS AND REFERENCE.

PLEASE KEEP THESE TWO CONFLICT OF INTEREST PAGES
DO NOT SUBMIT WITH YOUR APPLICATION

A member of a Neighborhood Advisory Board (NAB) must avoid situations and relationships which are, or may appear to others to be, in conflict of interest of the Community Action Program of the City of New York. To ensure the integrity of the Program, the private and commercial/financial interests and personal relationship of NAB members must take a secondary place to the proper discharge of their official duties and responsibilities.

In support of that effort, the Department of Youth and Community Development (DYCD), in accordance with federal regulations relating to conflict of interest, has established the following Conflict of Interest Rules applicable to individual board members.

The rules contain a listing of impermissible conduct, activities, and relationships involving participants that might detract from the integrity, propriety and impartiality of the Community Action Program.

Accordingly, the following situations shall constitute conflicts of interest and require remediation.

A. COMMERCIAL (FINANCIAL) CONFLICTS

1. An NAB member may not have financial interest or business dealings, direct or indirect, or make personal investment in, or any commercial agreement with, a DYCD-funded contract agency in the member's NDA, or an agency seeking DYCD funds in the member's Neighborhood Development Area (NDA.)
2. An NAB member may not act as attorney, agent, broker, director, officer, employee or consultant for any person, firm or commercial entity interested directly or indirectly in any manner whatsoever in business dealings with a DYCD-funded contract agency in the member's NDA.
3. An NAB member may not accept any valuable gift whether in the form of service, loan, thing, promise, or in any other form, from any other person, firm, organization or entity which to his knowledge is interested directly or indirectly in dealings with a DYCD-funded contract agency in the member's NDA.
4. An NAB member may not use or attempt to use his position to obtain financial gain, privilege or other private or personal advantage, directly or indirectly, for himself or any other person, firm, organization or other entity with which he is associated.

(continued on NAB Conflict of Interest Rules, page 2)

B. PERSONAL CONFLICTS

1. An NAB member may not simultaneously serve as a board member or staff/consultant of any agency or organization applying for or receiving NDA allocation funds in the member's NDA.
2. An NAB member, may not serve on a NAB, if his or her spouse, parent*, unemancipated child*, in-law, sibling*, or other member of his or her household is currently serving as a board member or staff/consultant in any agency or organization applying for or receiving NDA allocation funds in the member's NDA.
3. An NAB member, or his or her spouse, parent*, unemancipated child*, in-law, sibling*, or other member of his or her household may not be employed by DYCD as staff/consultant.
4. The staff member(s) of any elected public official who has the power to appoint to an NAB may not serve on such NAB.

C. OTHER RESTRICTIONS

1. Any NAB member who may have a direct financial or personal interest in any proposed matter coming before the NAB whether falling within the above proscription or otherwise, shall publicly disclose on the official records of the NAB the nature and extent of such interest.
2. Notwithstanding the specific provisions contained herein, DYCD retains the right to investigate any allegations of conflict of interest situations, affiliations, relationships, or improprieties involving NAB participants and to make a determination that a particular activity or relationship is in conflict with the best interest of the Community Action Program of the City of New York.

* *Natural, Foster, or Step.*