



**Building Opportunities for Out-of-School Time (BOOST) Grants
Grant Application Readers
Conflict Of Interest and Confidentiality Statement**

As a grant application reader for the Georgia Statewide Afterschool Network (GSAN), you may receive a grant application for review which could present a conflict of interest. Such a conflict could arise if you are involved with the applicant organization, or in the project described in the application, as a paid consultant or through other financial involvement. The same restrictions apply if your spouse or minor child is involved with the applicant organization, or if the application is presented on behalf of an organization with which you, your spouse, or minor child is negotiating future employment.

A present financial interest is not the only basis for conflict of interest. Through prior association as an employee or officer, you may have gained knowledge of the applicant that would preclude objective review of its application. Past employment (generally more than five years) does not by itself disqualify a reviewer so long as the circumstances of your association permit you to perform an objective review of the application. Also, if you have recently applied for a position at an applicant organization and question whether you can remain objective toward that institution, you may want to exempt yourself from review of that application. If you believe you may have a conflict of interest with any application assigned to you for review, please notify GSAN staff immediately.

If an application presents no conflict of interest at the time you review it, a conflict of interest may still develop later. Once you have reviewed an application, you should never represent the applicants in dealing with GSAN concerning the application or any grant that may result from it.

Remember that pending applications are confidential until grant award decisions have been announced. Accordingly, you must obtain approval from GSAN staff before sharing the content of the application with anyone outside GSAN, whether for the purpose of obtaining expert advice on technical aspects of an application or for any reason. Additionally, you must obtain approval from GSAN staff before divulging information to program providers about the grant review and scoring process. Finally, please note that your application reviews will be in the public domain and any written material you generate in the course of your review could be subject to disclosure under the Freedom of Information Act (FOIA).

If you perceive a conflict of interest may exist or have questions, either in relation to a specific application or in general, please contact GSAN staff. I understand the above statement and do not have a conflict of interest that would preclude my service as a CSDE grant reviewer. Additionally, I agree to follow all stipulations in this statement pertaining to the privacy and confidentiality of the grant application review and scoring process. Finally, I understand that written materials I generate in the course of my review could also be subject to disclosure under FOIA.

Name (printed)

Signature

Date