

**CONFLICT-OF-INTEREST STATEMENT  
FOR REVIEWERS AND TECHNICAL PANELISTS**

1. As a reviewer or technical panelist you are asked to review a research proposal or proposals for federal and/or matching funding. Your designation as a reviewer or panelist requires that you be aware of potential conflicts of interest. Please read the examples of potentially biasing affiliations or relationships listed on the [next page](#).
2. If your designation gives you access to information not generally available to the public, you must not use that information for your personal benefit or make it available for the personal benefit of any other individual or organization. This is to be distinguished from the entirely appropriate general benefit of learning more about Sea Grant or becoming better acquainted with the state of a given discipline.
3. Sea Grant receives proposals in confidence and protects the confidentiality of their contents. For this reason, you must not copy, quote or otherwise disclose or use material from any proposal you review.

**CERTIFICATION**

I have read the list of affiliations and relationships on the [next page](#) that could prevent my participation in matters involving such individuals or institutions. To the best of my knowledge, I have no affiliation or relationships that would prevent my objectively executing the responsibilities of review. I also will not divulge any confidential information I may become aware of during my review.

## **CONFLICT-OF-INTEREST STATEMENT FOR REVIEWERS AND TECHNICAL PANELISTS**

1. Your affiliations with applicant institution(s).

You may have a conflict if you have/hold -

- Current employment at the institution as professor adjunct professor, visiting professor, or similar position. (This includes other campuses of a multi-campus institution, but a waiver may be available. If you are in a multi-campus institution, let the program director who solicited your review know.)
- Other current employment with the institution such as consulting or an advisory arrangement, or you are being considered for employment with the institution.
- Formal or informal re-employment arrangement with the institution.
- Ownership of the institution's securities or other evidences of debt.
- Current membership on a visiting committee or similar body at the institution. (This is a conflict only for proposals or applications that originate from the department, school, or facility that the visiting committee or similar body advises.)
- Any office, governing board membership, or relevant committee chairperson in the institution. (Ordinary membership in a professional society or association is not considered an office.)
- Current enrollment as a student. (Only a conflict for proposals or applications that originate from the department or school in which one is a student.)
- Received and retained an honorarium or award from the institution within the last 12 months.

2. Your relationships with an investigator, project director, or other person who has a personal interest in the proposal or other application.

- Known family or marriage relationship. (Conflict only if the relationship is with a principal investigator or project director.)
- Business or professional partnership.
- Employment at same institution within the last 12 months.
- Past or present association as thesis advisory or thesis student.
- Your collaboration on a project or on a book, article, report, or paper within the last 48 months.

3. Your other affiliations or relationships.

- Interests of the following persons are to be treated as if they were yours: any affiliation or relationship of your spouse, of your minor child, or a relative living in your immediate household or of anyone who is legally your partner that you are aware of, that would be covered by items 1 or 2 above (except for receipt by your spouse or relative of an honorarium or award.)
- Other relationship, such as close personal friendship, that might tend to affect your judgements or be seen as doing so by a reasonable person familiar with the relationship.

### **CONFIDENTIALITY OF REVIEWS AND REVIEWER IDENTITIES**

*Sea Grant policy is that reviews and reviewer identities will not be disclosed except that verbatim copies of reviews (without the name and affiliation of the reviewer) will be sent to the principal investigator. Sea Grant considers reviews and reviewer identities to be exempt from disclosure, but cannot guarantee that it will not be forced to release them under terms of the Freedom of Information Act, or other laws. It may release a listing of all reviewers used within a specified period.*

**REVIEWER CONFLICT OF INTEREST AND CONFIDENTIALITY CERTIFICATION  
FOR NON GOVERNMENTAL PEER REVIEWERS**

**1. Confidentiality of Documents and Restriction on Contact**

I understand that \_\_\_\_\_ applications for proposed awards are made available to reviewers solely for the purpose of reviewing those applications against the published evaluation criteria for the financial assistance program.

I agree not to discuss the contents of the applications outside the Department during or after the review process, and to discuss the proposals within the Department only with the other reviewers and Department staff members and in the context of, and under the procedures for, application review. I agree to follow the written instructions provided by the Department for the completion of review forms. I also agree to retain no copies of documents or parts of documents related to this review.

I further agree not to contact the originators of applications being reviewed concerning any aspect of their contents. In addition, I agree not to use any information obtained as a result of my participation as a panel member for personal or private gain.

**2. Conflict of Interest**

I hereby certify that, to the best of my knowledge, I do not have a conflict of interest and that my particular circumstances are not likely to raise the appearance of a conflict of interest, impropriety, or the appearance of impairment of objectivity with respect to any application I am asked to review or comment on.

For purposes of this agreement, I understand that a financial interest may include employment, stock ownership, a creditor or debtor relationship, or prospective employment with an applicant. An appearance of impairment of objectivity could result from, an organizational conflict where, because of other activities or relationships with other persons or entities, a person is unable or potentially unable to render impartial assistance or advice to the Government. It could also result from non financial gain to the individual, such as benefit to reputation or prestige in a professional field.

I also recognize that I will be considered to have a financial or other interest, and therefore a conflict of interest, if any of the following has a financial or other interest in a financial assistance application I am asked to review or comment on:

- (1) I, my spouse, minor child, or general partner;
- (2) A profit or non profit organization in which I serve as an officer, director, trustee, general partner, or employee; or
- (3) Any person or organization with which I am negotiating or have an arrangement concerning employment, including consultantship, or a past employer (within the last year).

I recognize that this certification is a continuing representation. I acknowledge that it is in effect at all times until I have completed all of the work performed by me under this agreement.

If I discover that I might have a conflict of interest, might present a conflict of interest, or might have an appearance of impairment of objectivity with any application within the competition, I will immediately inform the appropriate Program official and refrain from further Work as a reviewer until authorized to continue.

I also understand that my views as a non Governmental peer reviewer will be protected from disclosure to the extent permitted by law.

PRINTED NAME

SIGNATURE

DATE