

CONFLICT OF INTEREST POLICY

All VTDDC members are encouraged to participate in VTDDC discussions of relevant issues, as well as decision-making processes on those issues. However, VTDDC must avoid any potential conflicts of interest, or the appearance of a conflict, as it performs its duties.

A conflict of interest occurs when a VTDDC member (or family) has a connection with an entity that applies for or is awarded VTDDC funds as a volunteer or paid staff; an elected or appointed member, a member of its governing board or advisory council, or as a person with a financial interest. In addition, a conflict of interest occurs for an ex officio member when VTDDC is taking a position on a bill, law, regulation, rule, or policy that directly affects the programs and services of the agency represented by the member.

Definitions

VTDDC members include persons who are appointed by the Governor and agency members who serve on the VTDDC by virtue of the office they hold or the agency they represent.

Procedural Implementation

1. VTDDC member who is affiliated with an entity applying for or receiving VTDDC funds shall abstain from deliberation and voting about awarding, withholding or terminating grant funds. This policy also applies to any VTDDC member who is a family member of someone affiliated with an entity that is applying for VTDDC funds.
2. A VTDDC member shall abstain from deliberation and voting on policy positions when the agency he or she represents is affected by that VTDDC policy position.
3. A VTDDC member must declare any potential conflict of interest and disqualify himself or herself from deliberation and voting on a grant award or policy position when those conflicts of interest occur. Such abstention from voting shall be noted in the minutes of the VTDDC meeting.
4. No VTDDC member's salary may be paid from any contract or grant of the VTDDC.
5. Challenges by other members of VTDDC regarding an individual's potential conflict of interest will be brought to the attention of VTDDC's Chair and determined in accordance with Roberts Rules of Order.

[Adopted June 26, 2008.]