

Conflict of Interest

Sub-recipients of Institute of Museum and Library Services (IMLS) federal funds must have a written standard of conduct policy that includes conflicts of interest.

IMLS requires that no employee of the sub-recipient may participate in the selection, award, or administration of a contract if he or she has a real or apparent conflict of interest.

- A conflict of interest occurs when any member of an employee's immediate family receives a financial benefit from the award of a contract.
- A conflict of interest occurs if a contract is awarded to a business owned by an employee or an employee's immediate family.

Conflict of Interest Agreement

The (name of sub-recipient) agrees that it will maintain a written Conflict of Interest Policy and will ensure compliance in the administration of this federally funded contract.

Director

Date