

CALIFORNIA GREEN STIMULUS COALITION CONFLICTS OF INTEREST POLICY

The California Green Stimulus Coalition (hereinafter “Coalition”) can be effective only if it maintains public trust and support. The Coalition can maintain public support only by demonstrating strict adherence to its stated principles and continued service to the public interest. Therefore, each organization and/or individual (hereinafter “member”) that participates in the Coalition must agree to abide by the following conflicts of interest policy.

I. CONFLICT OF INTEREST DEFINED

A **conflict of interest** exists if you have any personal, professional, or financial interests that conflict with the Coalition’s stated principles and best interests.

A **potential conflict of interest** exists if your personal, professional, or financial interests could (actually or seemingly):

- (1) compromise your judgment regarding issues addressed by the Coalition;
- (2) interfere with your commitment to the Coalition’s mission and goals;
- (3) advance your own gain -- including benefits for your family, friends, or business associates -- at the expense of the Coalition or California residents; or
- (4) negatively affect the perception of the Coalition among policymakers as a credible partner and advocate for best practices.

II. POLICY FOR ORGANIZATIONS AND ORGANIZATIONAL STAFF

Each organization that holds a membership or seeks to hold a membership in the Coalition shall disclose its mission, taxable status (for-profit or non-profit), interest in joining the Coalition, and receipt of funds (or plans to seek funds) from the American Recovery and Reinvestment Act (ARRA).

A representative of a Coalition member shall represent the positions and interests of both his/her organization and the Coalition (as stated in the Coalition’s official documents) while participating in meetings on behalf of the Coalition, speaking to the press or media, or communicating that in any way that purports to represent the Coalition. If there should be a conflict between the positions and interests of the Coalition and an individual member organization, it should be clearly communicated with the Coalition’s steering committee.

III. POLICY FOR CONSULTANTS

A consultant is a professional who provides services, knowledge, and/or advice to an organization for a fee while not serving as an employee of that organization.

Each Coalition member or individual seeking Coalition membership who offers his/her services as a consultant shall disclose to the Coalition Steering Committee all clients for which he/she currently performs work or has performed work within the prior two months. Such individual shall also clearly state whether or not he/she has been asked to represent a particular client organization in the Coalition. Coalition leadership will then share that information with all members of the Coalition when offering the individual and/or the client organization for membership in the Coalition or upon request from any member.

Individuals who offer their services as consultants may not use their participation in the Coalition as a vehicle to advertise their services among Coalition members.

IV. RESOLVING CONFLICTS OF INTEREST

The following steps shall be taken when a member has conflicting, or potentially conflicting, interests:

If a member has a conflict of interest, or believes he/she may have a potential conflict, s/he must immediately ***disclose the conflict or potential conflict to Coalition leadership (including any related Team Leader(s) and the Coalition Coordinator).***

After full disclosure of the conflict or potential conflict, Coalition leadership will determine whether it rises to a level necessitating action. Should the conflict or potential conflict require action, Coalition leadership will inform the full Coalition membership of the relevant issue in full detail and make a recommendation for action.

Coalition leadership and the full membership may remove any member from the Coalition for violating this Policy according to Coalition rules.

V. EXAMPLES OF CONFLICTS

A. DIRECT CONFLICTS:

1. *Receive a contract or business opportunity from the Coalition.*
If a Coalition member should perform work for a fee (e.g., in a consulting role) for the Coalition, that member must excuse him/herself from the voting or decision-making process.
2. *Divert opportunities intended for the full Coalition for own outside personal or financial interest.*
Ex: A Coalition member becomes aware that a state agency wants to meet with the Coalition to discuss policies and decides to accept the invitation and attend the meeting without notifying other Coalition members. The member then uses

this opportunity to influence the state agency to make decisions that benefit him/her or his/her own organization.

B. POTENTIAL CONFLICTS:

1. Serve or work on another board or organization that may be affected by the Coalition's decisions.

Ex: A member asks the Coalition to support a position that a state agency amend its regulations for dispensing a specific American Reinvestment and Recovery Act (ARRA) fund in a manner that would better position a specific organization with which that member has a relationship to apply for that fund.

2. Use information developed by or provided to the Coalition for your private gain.

Ex: A Coalition member participating in a meeting with a state official learns non-public information about how that state agency will prioritize applicants for ARRA-related funds, and then shares that information with friends, family, or business associates who may apply for that specific opportunity.

VI. CONFLICT OF INTEREST AGREEMENT

Each member of the California Green Stimulus Coalition must read the above *Conflict of Interest Policy* and sign this Agreement.

Each member shall disclose in writing any personal, professional, and financial interest(s) that may directly or potentially conflict with the stated goals and principles of the Coalition.

After reading the above *Conflict of Interest Policy*, please read and sign below:

By signing below, I am certifying that I have read and understand all the information in the *Conflict of Interest Policy* and *Conflict of Interest Agreement*, and that I agree to conduct my activities accordingly.

I understand that breaching these standards may result in removal from the California Green Stimulus Coalition.

SIGNED,

(Signature)

(Print)

(Title)

(On behalf of organization)

(Date)

Last updated September 28, 2009