

Lessard-Sams Outdoor Heritage Council Conflict of Interest Disclosure Form

This form gives council members an opportunity to disclose any actual, potential or perceived conflicts of interest that exist during the upcoming recommendation process. It is the council member's obligation to be familiar with the Conflict of Interest Policy for the Lessard-Sams Outdoor Heritage Council (LSOHC) and to disclose any conflicts of interest. The council member is not required to explain the reason for a conflict of interest. The information is considered public data under Minn. Statute 13.599. This completed form will be posted to the LSOHC website. **A disclosure does not automatically result in the council member being removed from the council recommendation process.**

Please read the definition of conflict of interest below and mark the boxes pertaining to you and your status as a council member recommending requests for funding from the Outdoor Heritage Fund.

Description of conflicts of interest- A conflict of interest occurs when the council member or others affiliated with the council believes any one of the following conditions exists:

(a) A council member uses his/her status or position to obtain special advantage, benefit, or access to the person making a request for funding or the requesting entity's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.

(b) A council member receives or accepts money or anything of value from someone making a request for funding or has equity or a financial interest in or partial or whole ownership of an applicant organization.

(c) A council member is an employee or board member of an organization requesting funding or is a family member of anyone employed by or a board member of the applying organization.

(d) Specific to LSOHC council members, statute provides ***M.S.97A.056, Subd. 4. Conflict of interest.***

(a) A council member may not be an advocate for or against a council action or vote on any action that may be a conflict of interest. A conflict of interest must be disclosed as soon as it is discovered. The council shall follow the policies and requirements related to conflicts of interest developed by the Office of Grants Management under section 16B.98. (See above)

(b) For the purposes of this section, a "conflict of interest" exists when a person has an organizational conflict of interest or direct financial interests and those interests present the appearance that it will be difficult for the person to impartially fulfill the person's duty. An "organizational conflict of interest" exists when a person has an affiliation with an organization that is subject to council activities, which presents the appearance of a conflict between organizational interests and council member duties. An "organizational conflict of interest" does not exist if the person's only affiliation with an organization is being a member of the organization.

☒ I certify that I have read and understand the above description of conflict of interest (check one of the four boxes below):

☒ I DO NOT have any conflicts of interest related to the requests for funding and I will participate in the recommendation process.

☐ I have reviewed the list of applicants, and I have an ACTUAL OR POTENTIAL conflict of interest. I will still participate in the recommendation process and I will abstain from scoring, discussing and making decisions on any issues related to the applicants listed below. *(The councilor may state any and all applicants with which they have a conflict of interest. The applicant may describe the nature of the conflict in the space below. Detailed disclosure is not required. Data provided is considered public information.)*

(OVER)

Describe Here: _____

- ☐ I have a possible PERCEIVED conflict of interest. (Describe the nature of the perceived conflict of interest.)

Describe Here: _____

- ☐ I am UNABLE to participate in this recommendation process.

If at any time during the recommendation process I discover a conflict of interest, I will disclose that conflict immediately to appropriate Council personnel.

Council member's printed name: Robert (Bob) W. ANDERSON

Council member's signature: Robert W. Anderson

Date: July 22, 2014

This section to be completed by council staff:

I certify that the issue of Conflicts of Interest has been discussed with this councilor and the following actions have been taken:

- ☒ Councilor has no conflict(s) and will fully participate in the recommendation process.
- ☐ Councilor has disclosed an actual, potential or perceived conflict(s) but will continue to participate in the recommendation process. The councilor has been instructed to avoid discussing with other councilors the applicant and / or requests from agencies with which the councilor has a conflict of interest of some form.
- ☐ Councilor has disclosed a conflict(s) and will not be participating in the recommendation process in any manner.

Staff signature: William A. Baker

Date: July 22, 2014

Revised: June, 2014

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Please read the definition of conflict of interest below and mark the boxes pertaining to you and your status as a council member recommending requests for funding from the Outdoor Heritage Fund.

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- (a) A council member uses his/her status or position to obtain special advantage, benefit, or access to the person making a request for funding or the requesting entity's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.
- (b) A council member receives or accepts money or anything of value from someone making a request for funding or has equity or a financial interest in or partial or whole ownership of an applicant organization.
- (c) A council member is an employee or board member of an organization requesting funding or is a family member of anyone employed by or a board member of the applying organization.
- (d) Specific to LSOHC council members, statute provides **M.S.97A.056, Subd. 4. Conflict of interest.**
 - (a) *A council member may not be an advocate for or against a council action or vote on any action that may be a conflict of interest. A conflict of interest must be disclosed as soon as it is discovered. The council shall follow the policies and requirements related to conflicts of interest developed by the Office of Grants Management under section 16B.98. (See above)*
 - (b) *For the purposes of this section, a "conflict of interest" exists when a person has an organizational conflict of interest or direct financial interests and those interests present the appearance that it will be difficult for the person to impartially fulfill the person's duty. An "organizational conflict of interest" exists when a person has an affiliation with an organization that is subject to council activities, which presents the appearance of a conflict between organizational interests and council member duties. An "organizational conflict of interest" does not exist if the person's only affiliation with an organization is being a member of the organization.*

☒ I certify that I have read and understand the above description of conflict of interest (check one of the four boxes below):

☒ I DO NOT have any conflicts of interest related to the requests for funding and I will participate in the recommendation process.

☐ I have reviewed the list of applicants, and I have an ACTUAL OR POTENTIAL conflict of interest. I will still participate in the recommendation process and I will abstain from scoring, discussing and making decisions on any issues related to the applicants listed below. *(The councilor may state any and all applicants with which they have a conflict of interest. The applicant may describe the nature of the conflict in the space below. Detailed disclosure is not required. Data provided is considered*

public information.)

(OVER)

Describe Here: _____

☐ I have a possible PERCEIVED conflict of interest. (Describe the nature of the perceived conflict of interest.)

Describe Here: _____

☐ I am UNABLE to participate in this recommendation process.

If at any time during the recommendation process I discover a conflict of interest, I will disclose that conflict immediately to appropriate Council personnel.

Council member's printed name: Scott Ball

Council member's signature: [Signature]

Date: 7-1-2014

This section to be completed by council staff:

I certify that the issue of Conflicts of Interest has been discussed with this councilor and the following actions have been taken:

Councilor has no conflict(s) and will fully participate in the recommendation process. WLB

Councilor has disclosed an actual, potential or perceived conflict(s) but will continue to participate in the recommendation process. The councilor has been instructed to avoid discussing with other councilors the applicant and / or requests from agencies with which the councilor has a conflict of interest of some form.

Councilor has disclosed a conflict(s) and will not be participating in the recommendation process in any manner.

Staff signature: [Signature]

Date: July 1, 2014

Revised: June, 2014

**Lessard-Sams Outdoor Heritage Council
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Please read the definition of conflict of interest below and mark the boxes pertaining to you and your status as a council member recommending requests for funding from the Outdoor Heritage Fund.

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- (b) A council member receives or accepts money or anything of value from someone making a request for funding or has equity or a financial interest in or partial or whole ownership of an applicant organization.
- (c) A council member is an employee or board member of an organization requesting funding or is a family member of anyone employed by or a board member of the applying organization.
- (d) Specific to LSOHC council members, statute provides ***M.S.97A.056, Subd. 4. Conflict of interest.***
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 - (b) *For the purposes of this section, a "conflict of interest" exists when a person has an organizational conflict of interest or direct financial interests and those interests present the appearance that it will be difficult for the person to impartially fulfill the person's duty. An "organizational conflict of interest" exists when a person has an affiliation with an organization that is subject to council activities, which presents the appearance of a conflict between organizational interests and council member duties. An "organizational conflict of interest" does not exist if the person's only affiliation with an organization is being a member of the organization.*

☒ I certify that I have read and understand the above description of conflict of interest (check one of the four boxes below):

☒ I DO NOT have any conflicts of interest related to the requests for funding and I will participate in the recommendation process.

☐ I have reviewed the list of applicants, and I have an ACTUAL OR POTENTIAL conflict of interest. I will still participate in the recommendation process and I will abstain from scoring, discussing and making decisions on any issues related to the applicants listed below. *(The councilor may state any and all applicants with which they have a conflict of interest. The applicant may describe the nature of the conflict in the space below. Detailed disclosure is not required. Data provided is considered public information.)*

(OVER)

Describe Here: _____

- ☐ I have a possible PERCEIVED conflict of interest. (Describe the nature of the perceived conflict of interest.)

Describe Here: _____

- ☐ I am UNABLE to participate in this recommendation process.

If at any time during the recommendation process I discover a conflict of interest, I will disclose that conflict immediately to appropriate Council personnel.

Council member's printed name: Susan Olson

Council member's signature: [Signature]

Date: 7-1-14

This section to be completed by council staff:

I certify that the issue of Conflicts of Interest has been discussed with this councilor and the following actions have been taken:

- ☒ Councilor has no conflict(s) and will fully participate in the recommendation process.
- ☐ Councilor has disclosed an actual, potential or perceived conflict(s) but will continue to participate in the recommendation process. The councilor has been instructed to avoid discussing with other councilors the applicant and / or requests from agencies with which the councilor has a conflict of interest of some form.
- ☐ Councilor has disclosed a conflict(s) and will not be participating in the recommendation process in any manner.

Staff signature: William B. Bork

Date: July 1, 2014

Revised: June, 2014

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(c) A council member is an employee or board member of an organization requesting funding or is a family member of anyone employed by or a board member of the applying organization.

(d) Specific to LSOHC council members, statute provides **M.S.97A.056, Subd. 4. Conflict of interest.**

(a) A council member may not be an advocate for or against a council action or vote on any action that may be a conflict of interest. A conflict of interest must be disclosed as soon as it is discovered. The council shall follow the policies and requirements related to conflicts of interest developed by the Office of Grants Management under section 16B.98. (See above)

(b) For the purposes of this section, a "conflict of interest" exists when a person has an organizational conflict of interest or direct financial interests and those interests present the appearance that it will be difficult for the person to impartially fulfill the person's duty. An "organizational conflict of interest" exists when a person has an affiliation with an organization that is subject to council activities, which presents the appearance of a conflict between organizational interests and council member duties. An "organizational conflict of interest" does not exist if the person's only affiliation with an organization is being a member of the organization.

☒ I certify that I have read and understand the above description of conflict of interest (check one of the four boxes below):

☒ I DO NOT have any conflicts of interest related to the requests for funding and I will participate in the recommendation process.

☐ I have reviewed the list of applicants, and I have an ACTUAL OR POTENTIAL conflict of interest. I will still participate in the recommendation process and I will abstain from scoring, discussing and making decisions on any issues related to the applicants listed below. *(The councilor may state any and all applicants with which they have a conflict of interest. The applicant may describe the nature of the conflict in the space below. Detailed disclosure is not required. Data provided is considered public information.)*

(OVER)

Describe Here: _____

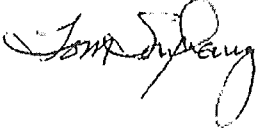
- ☐ I have a possible PERCEIVED conflict of interest. (Describe the nature of the perceived conflict of interest.)

Describe Here: _____

- ☐ I am UNABLE to participate in this recommendation process.

If at any time during the recommendation process I discover a conflict of interest, I will disclose that conflict immediately to appropriate Council personnel.

Council member's printed name: Tom Saxhaug

Council member's signature: 

Date: 7/17/2014

This section to be completed by council staff:

I certify that the issue of Conflicts of Interest has been discussed with this councilor and the following actions have been taken:

- ☒ Councilor has no conflict(s) and will fully participate in the recommendation process.
- ☐ Councilor has disclosed an actual, potential or perceived conflict(s) but will continue to participate in the recommendation process. The councilor has been instructed to avoid discussing with other councilors the applicant and / or requests from agencies with which the councilor has a conflict of interest of some form.
- ☐ Councilor has disclosed a conflict(s) and will not be participating in the recommendation process in any manner.

Staff signature: 

Date: July 17, 2014

Lessard-Sams Outdoor Heritage Council Conflict of Interest Disclosure Form

This form gives council members an opportunity to disclose any actual, potential or perceived conflicts of interest that exist during the upcoming recommendation process. It is the council member's obligation to be familiar with the Conflict of Interest Policy for the Lessard-Sams Outdoor Heritage Council (LSOHC) and to disclose any conflicts of interest. The council member is not required to explain the reason for a conflict of interest. The information is considered public data under Minn. Statute 13.599. This completed form will be posted to the LSOHC website. **A disclosure does not automatically result in the council member being removed from the council recommendation process.**

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- (b) A council member receives or accepts money or anything of value from someone making a request for funding or has equity or a financial interest in or partial or whole ownership of an applicant organization.
- (c) A council member is an employee or board member of an organization requesting funding or is a family member of anyone employed by or a board member of the applying organization.
- (d) Specific to LSOHC council members, statute provides **M.S.97A.056, Subd. 4. Conflict of interest.**
 - (a) *A council member may not be an advocate for or against a council action or vote on any action that may be a conflict of interest. A conflict of interest must be disclosed as soon as it is discovered. The council shall follow the policies and requirements related to conflicts of interest developed by the Office of Grants Management under section 16B.98. (See above)*
 - (b) *For the purposes of this section, a "conflict of interest" exists when a person has an organizational conflict of interest or direct financial interests and those interests present the appearance that it will be difficult for the person to impartially fulfill the person's duty. An "organizational conflict of interest" exists when a person has an affiliation with an organization that is subject to council activities, which presents the appearance of a conflict between organizational interests and council member duties. An "organizational conflict of interest" does not exist if the person's only affiliation with an organization is being a member of the organization.*

☒ I certify that I have read and understand the above description of conflict of interest (check one of the four boxes below):

☒ I DO NOT have any conflicts of interest related to the requests for funding and I will participate in the recommendation process.

☐ I have reviewed the list of applicants, and I have an ACTUAL OR POTENTIAL conflict of interest. I will still participate in the recommendation process and I will abstain from scoring, discussing and making decisions on any issues related to the applicants listed below. *(The councilor may state any and all applicants with which they have a conflict of interest. The applicant may describe the nature of the conflict in the space below. Detailed disclosure is not required. Data provided is considered public information.)*

(OVER)

Describe Here: _____

- ☐ I have a possible PERCEIVED conflict of interest. (Describe the nature of the perceived conflict of interest.)

Describe Here: _____

- ☐ I am UNABLE to participate in this recommendation process.

If at any time during the recommendation process I discover a conflict of interest, I will disclose that conflict immediately to appropriate Council personnel.

Council member's printed name: Rick Hawen

Council member's signature: [Signature]

Date: 7/17/14

This section to be completed by council staff:

I certify that the issue of Conflicts of Interest has been discussed with this councilor and the following actions have been taken:

- ☒ Councilor has no conflict(s) and will fully participate in the recommendation process.
- ☐ Councilor has disclosed an actual, potential or perceived conflict(s) but will continue to participate in the recommendation process. The councilor has been instructed to avoid discussing with other councilors the applicant and / or requests from agencies with which the councilor has a conflict of interest of some form.
- ☐ Councilor has disclosed a conflict(s) and will not be participating in the recommendation process in any manner.

Staff signature: [Signature]

Date: July 17, 2014

Revised: June, 2014

Lessard-Sams Outdoor Heritage Council Conflict of Interest Disclosure Form

This form gives grant application reviewers an opportunity to disclose any actual, potential or perceived conflicts of interest that exist during a grant review process. It is the grant reviewer's obligation to be familiar with the Conflict of Interest Policy for State Grant-Making and to disclose any conflicts of interest. The grant reviewer is not required to explain the reason for the conflict of interest as this form is considered public data under Minn. Statute 13.599- Grants. Once completed, this form will be posted to the LSOHC website. **A disclosure does not automatically result in the grant application reviewer being removed from the review process.**

Please read the definition of conflict of interest below and mark the appropriate boxes that pertain to you and your status as a reviewer of applications for recommendation for funding from the Outdoor Heritage Fund.

Description of conflicts of interest- A conflict of interest shall be deemed to exist when a review of the situation by the grant reviewer or other agency personnel determines any one of the following conditions to be present:

(a) A state employee or a grant reviewer uses his/her status or position to obtain special advantage, benefit, or access to the grantee or grant applicant's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.

(b) A state employee or a grant reviewer receives or accepts money or anything else of value from a state grantee or grant applicant or has equity or a financial interest in or partial or whole ownership of an applicant organization.

(c) A state employee or a grant reviewer is an employee or board member of a grant applicant or grantee applicants or is a family member of anyone involved in the grantee or grant applicant's agency.

☒ I certify that I have read and understand the description of conflict of interest above and (check one of the four boxes below):

☒ I DO NOT have any conflicts of interest relating to this program's grant applicants or proposed projects and I will participate in the review process.

AND/OR

☐ I have reviewed the list of applicants, and I have an ACTUAL OR POTENTIAL conflict of interest. I will still participate in the review process and I will abstain from scoring, discussing and making decisions on any issues in relation to the applicants listed below. *(The grant reviewer may state any and all applicants with which they have a conflict of interest and describe the nature of the conflict in the space below, but it is not required since this form is considered public information.)*

Describe Here: _____

AND/OR

- ☐ I have a possible PERCEIVED conflict of interest. (Describe the nature of the perceived conflict of interest.)

Describe Here: _____

AND/OR

- ☐ I am UNABLE to participate in this review process.

If at any time during the review process I discover a conflict of interest, I will disclose that conflict immediately to appropriate agency personnel.

Reviewer's printed name: Elizabeth Anne Wilkens

Reviewer's signature: Elizabeth Anne Wilkens

Date: July 14, 2014

This section to be completed by RFP contact person or grant program supervisor:

I certify that the issue of Conflicts of Interest has been discussed with this reviewer and the following actions have been taken:

- ☒ Reviewer has no conflict(s) and will fully participate in the review process.
- ☐ Reviewer has disclosed an actual, potential or perceived conflict(s) but will continue to participate in the review process. ~~The reviewer will not be given any applications to review from those applicants with whom he/she has a conflict.~~ The reviewer has been instructed to avoid discussing the applicant and / or applications from agencies with which the reviewer has a conflict of interest with other reviewers.
- ☐ Reviewer has disclosed a conflict(s) and will not be participating in the review process in any manner.

Staff signature: William H. Baker

Date: July 16, 2014

Revised: June 2011

Lessard-Sams Outdoor Heritage Council Conflict of Interest Disclosure Form

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☒ I certify that I have read and understand the above description of conflict of interest (check one of the four boxes below):

☒ I DO NOT have any conflicts of interest related to the requests for funding and I will participate in the recommendation process.

☐ I have reviewed the list of applicants, and I have an ACTUAL OR POTENTIAL conflict of interest. I will still participate in the recommendation process and I will abstain from scoring, discussing and making decisions on any issues related to the applicants listed below. *(The councilor may state any and all applicants with which they have a conflict of interest. The applicant may describe the nature of the conflict in the space below. Detailed disclosure is not required. Data provided is considered public information.)*

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Describe

Here: _____

- ☐ I have a possible PERCEIVED conflict of interest. (Describe the nature of the perceived conflict of interest.)

Describe

Here: _____

- ☐ I am UNABLE to participate in this recommendation process.

If at any time during the recommendation process I discover a conflict of interest, I will disclose that conflict immediately to appropriate Council personnel.

Council member's printed name: JANE H. KINGSTON

Council member's signature: J. Kingston 7/11/2014
Date

This section to be completed by council staff:

I certify that the issue of Conflicts of Interest has been discussed with this councilor and the following actions have been taken:

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- ☐ Councilor has disclosed a conflict(s) and will not be participating in the recommendation process in any manner.

Staff signature: William H. Becker

Date: July 14, 2014

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☒ I certify that I have read and understand the above description of conflict of interest (check one of the four boxes below):

☒ I DO NOT have any conflicts of interest related to the requests for funding and I will participate in the recommendation process.

☐ I have reviewed the list of applicants, and I have an ACTUAL OR POTENTIAL conflict of interest. I will still participate in the recommendation process and I will abstain from scoring, discussing and making decisions on any issues related to the applicants listed below. *(The councilor may state any and all applicants with which they have a conflict of interest. The applicant may describe the nature of the conflict in the space below. Detailed disclosure is not required. Data provided is considered public information.)*

(OVER)

Describe Here: _____

- ☐ I have a possible PERCEIVED conflict of interest. (Describe the nature of the perceived conflict of interest.)

Describe Here: _____

- ☐ I am UNABLE to participate in this recommendation process.

If at any time during the recommendation process I discover a conflict of interest, I will disclose that conflict immediately to appropriate Council personnel.

Council member's printed name: SENATOR Bill Ingebrigtsen

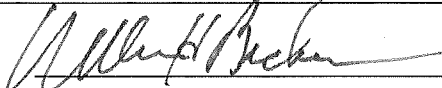
Council member's signature: 

Date: 7-7-2014

This section to be completed by council staff:

I certify that the issue of Conflicts of Interest has been discussed with this councilor and the following actions have been taken:

- ☒ Councilor has no conflict(s) and will fully participate in the recommendation process.
- ☐ Councilor has disclosed an actual, potential or perceived conflict(s) but will continue to participate in the recommendation process. The councilor has been instructed to avoid discussing with other councilors the applicant and / or requests from agencies with which the councilor has a conflict of interest of some form.
- ☐ Councilor has disclosed a conflict(s) and will not be participating in the recommendation process in any manner.

Staff signature: 

Date: July 10, 2014

Revised: June, 2014

**Lessard-Sams Outdoor Heritage Council
Conflict of Interest Disclosure Form**

This form gives council members an opportunity to disclose any actual, potential or perceived conflicts of interest that exist during the upcoming recommendation process. It is the council member's obligation to be familiar with the Conflict of Interest Policy for the Lessard-Sams Outdoor Heritage Council (LSOHC) and to disclose any conflicts of interest. The council member is not required to explain the reason for a conflict of interest. The information is considered public data under Minn. Statute 13.599. This completed form will be posted to the LSOHC website. **A disclosure does not automatically result in the council member being removed from the council recommendation process.**

Please read the definition of conflict of interest below and mark the boxes pertaining to you and your status as a council member recommending requests for funding from the Outdoor Heritage Fund.

Description of conflicts of interest- A conflict of interest occurs when the council member or others affiliated with the council believes any one of the following conditions exists:

(a) A council member uses his/her status or position to obtain special advantage, benefit, or access to the person making a request for funding or the requesting entity's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.

(b) A council member receives or accepts money or anything of value from someone making a request for funding or has equity or a financial interest in or partial or whole ownership of an applicant organization.

(c) A council member is an employee or board member of an organization requesting funding or is a family member of anyone employed by or a board member of the applying organization.

(d) Specific to LSOHC council members, statute provides **M.S.97A.056, Subd. 4. Conflict of interest.**

(a) *A council member may not be an advocate for or against a council action or vote on any action that may be a conflict of interest. A conflict of interest must be disclosed as soon as it is discovered. The council shall follow the policies and requirements related to conflicts of interest developed by the Office of Grants Management under section 16B.98. (See above)*

(b) *For the purposes of this section, a "conflict of interest" exists when a person has an organizational conflict of interest or direct financial interests and those interests present the appearance that it will be difficult for the person to impartially fulfill the person's duty. An "organizational conflict of interest" exists when a person has an affiliation with an organization that is subject to council activities, which presents the appearance of a conflict between organizational interests and council member duties. An "organizational conflict of interest" does not exist if the person's only affiliation with an organization is being a member of the organization.*

☒ I certify that I have read and understand the above description of conflict of interest (check one of the four boxes below):

☐ I DO NOT have any conflicts of interest related to the requests for funding and I will participate in the recommendation process.

☒ I have reviewed the list of applicants, and I have an ACTUAL OR POTENTIAL conflict of interest. I will still participate in the recommendation process and I will abstain from scoring, discussing and making decisions on any issues related to the applicants listed below. *(The councilor may state any and all applicants with which they have a conflict of interest. The applicant may describe the nature of the conflict in the space below. Detailed disclosure is not required. Data provided is considered public information.)*

PA 10

(OVER)

Describe Here: PA 12 is a project involving Audubon & I am the Vice Chair & Treasurer of National Audubon

- ☐ I have a possible PERCEIVED conflict of interest. (Describe the nature of the perceived conflict of interest.)

Describe Here: Belwin Conservancy has received grants from the Conservation Partners Grant Program Funded with LSCHE dollars but administered by DNR. I am the Board chair of Belwin

- ☐ I am UNABLE to participate in this recommendation process.

If at any time during the recommendation process I discover a conflict of interest, I will disclose that conflict immediately to appropriate Council personnel.

Council member's printed name: David Hartwell

Council member's signature: [Signature]

Date: 7/14/14

This section to be completed by council staff:

I certify that the issue of Conflicts of Interest has been discussed with this councilor and the following actions have been taken:

- ☐ Councilor has no conflict(s) and will fully participate in the recommendation process.
- ☒ Councilor has disclosed an actual, potential or perceived conflict(s) but will continue to participate in the recommendation process. The councilor has been instructed to avoid discussing with other councilors the applicant and / or requests from agencies with which the councilor has a conflict of interest of some form.
- ☐ Councilor has disclosed a conflict(s) and will not be participating in the recommendation process in any manner.

Mr. Hartwell will recuse himself from participating in consideration of The Conservation Partners Grants Programs, state roads and motor, and The Audubon request PA10. This conflict is organizational in nature, due to his board activity. Any conflict of interest beyond this conflict during the recommendation phase will be handled by itself. Mr. Hartwell may participate in discussion about issues and vote on motion when CPE or PA10 is part of a package.

Staff signature: William J. Paul

Date: July 15, 2014

Revised: June, 2014

Lessard-Sams Outdoor Heritage Council Conflict of Interest Disclosure Form

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- (b) A council member receives or accepts money or anything of value from someone making a request for funding or has equity or a financial interest in or partial or whole ownership of an applicant organization.
- (c) A council member is an employee or board member of an organization requesting funding or is a family member of anyone employed by or a board member of the applying organization.
- (d) Specific to LSOHC council members, statute provides **M.S.97A.056, Subd. 4. Conflict of interest**
 - (a) A council member may not be an advocate for or against a council action or vote on any action that may be a conflict of interest. A conflict of interest must be disclosed as soon as it is discovered. The council shall follow the policies and requirements related to conflicts of interest developed by the Office of Grants Management under section 16B.98. (See above)
 - (b) For the purposes of this section, a "conflict of interest" exists when a person has an organizational conflict of interest or direct financial interests and those interests present the appearance that it will be difficult for the person to impartially fulfill the person's duty. An "organizational conflict of interest" exists when a person has an affiliation with an organization that is subject to council activities, which presents the appearance of a conflict between organizational interests and council member duties. An "organizational conflict of interest" does not exist if the person's only affiliation with an organization is being a member of the organization.

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☐ I have reviewed the list of applicants, and I have an ACTUAL OR POTENTIAL conflict of interest. I will still participate in the recommendation process and I will abstain from scoring, discussing and making decisions on any issues related to the applicants listed below. (The councilor may state any and all applicants with which they have a conflict of interest. The applicant may describe the nature of the conflict in the space below. Detailed disclosure is not required. Data provided is considered public information.)



(OVER)

Describe Here: _____

- ☐ I have a possible PERCEIVED conflict of interest. (Describe the nature of the perceived conflict of interest.)

Describe Here: _____

- ☐ I am UNABLE to participate in this recommendation process.

If at any time during the recommendation process I discover a conflict of interest, I will disclose that conflict immediately to appropriate Council personnel.

Council member's printed name: Denny McNamara

Council member's signature: Denny McNamara

Date: 7-2-2014

This section to be completed by council staff:

I certify that the issue of Conflicts of Interest has been discussed with this councilor and the following actions have been taken:

- ☒ Councilor has no conflict(s) and will fully participate in the recommendation process.
- ☐ Councilor has disclosed an actual, potential or perceived conflict(s) but will continue to participate in the recommendation process. The councilor has been instructed to avoid discussing with other councilors the applicant and / or requests from agencies with which the councilor has a conflict of interest of some form.
- ☐ Councilor has disclosed a conflict(s) and will not be participating in the recommendation process in any manner.

Staff signature: William H. Becker

Date: July 9, 2014

Revised: June, 2014

Lessard-Sams Outdoor Heritage Council Conflict of Interest Disclosure Form

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(b) A council member receives or accepts money or anything of value from someone making a request for funding or has equity or a financial interest in or partial or whole ownership of an applicant organization.

(c) A council member is an employee or board member of an organization requesting funding or is a family member of anyone employed by or a board member of the applying organization.

(d) Specific to LSOHC council members, statute provides ***M.S.97A.056, Subd. 4. Conflict of interest.***

(a) A council member may not be an advocate for or against a council action or vote on any action that may be a conflict of interest. A conflict of interest must be disclosed as soon as it is discovered. The council shall follow the policies and requirements related to conflicts of interest developed by the Office of Grants Management under section 16B.98. (See above)

(b) For the purposes of this section, a "conflict of interest" exists when a person has an organizational conflict of interest or direct financial interests and those interests present the appearance that it will be difficult for the person to impartially fulfill the person's duty. An "organizational conflict of interest" exists when a person has an affiliation with an organization that is subject to council activities, which presents the appearance of a conflict between organizational interests and council member duties. An "organizational conflict of interest" does not exist if the person's only affiliation with an organization is being a member of the organization.

☒ I certify that I have read and understand the above description of conflict of interest (check one of the four boxes below):

☐ I DO NOT have any conflicts of interest related to the requests for funding and I will participate in the recommendation process.

☐ I have reviewed the list of applicants, and I have an ACTUAL OR POTENTIAL conflict of interest. I will still participate in the recommendation process and I will abstain from scoring, discussing and making decisions on any issues related to the applicants listed below. *(The councilor may state any and all applicants with which they have a conflict of interest. The applicant may describe the nature of the conflict in the space below. Detailed disclosure is not required. Data provided is considered public information.)*

(OVER)

Describe Here: _____

☒ I have a possible PERCEIVED conflict of interest. (Describe the nature of the perceived conflict of interest.)

Describe Here: Former board member Minnesota Valley Trust
(Metro Big Rivers)

☒ I am UNABLE to participate in this recommendation process.

If at any time during the recommendation process I discover a conflict of interest, I will disclose that conflict immediately to appropriate Council personnel.

Council member's printed name: James Cox

Council member's signature: James Cox

Date: 7-15-14

This section to be completed by council staff:

I certify that the issue of Conflicts of Interest has been discussed with this councilor and the following actions have been taken:

- ☐ Councilor has no conflict(s) and will fully participate in the recommendation process.
- ☒ Councilor has disclosed an actual, potential or perceived conflict(s) but will continue to participate in the recommendation process. The councilor has been instructed to avoid discussing with other councilors the applicant and / or requests from agencies with which the councilor has a conflict of interest of some form.
- ☐ Councilor has disclosed a conflict(s) and will not be participating in the recommendation process in any manner.

MR. COX'S CONFLICT STEMS FROM OCCUPYING A SEAT ON THE
MINN. VALLEY TRUST. HE LEFT THAT SEAT OVER 1 YEAR AGO. HE
MAY, AT HIS CHOICE, RECUSE HIMSELF REGARDING ANYWHAT METRO
BIG RIVERS - HAOZ. THE COUNCIL HDIRECTOR HAS HISTORICALLY
REQUESTED RECUSAL FOR 1 YEAR FOLLOWING SIMILAR BOARD
SERVICE.

Staff signature: William A. Becker 7-17-14

Date: _____

Revised: June, 2014