



**PY 25-26 Adult Education and Literacy Grant Competition  
Local Review Committee Member Conflict of Interest Agreement**

A Conflict of Interest is to be disclosed prior to reviewing each application. A Conflict of Interest includes any actual or perceived conflict of interest. If a reviewer discovers a Conflict of Interest at any time, he/she is to report it immediately to Kyle Clabby-Kane at [kyle.clabby@iwd.iowa.gov](mailto:kyle.clabby@iwd.iowa.gov).

**CONFLICT OF INTEREST THAT WOULD DISQUALIFY A REVIEWER:**

- He/she has a financial interest in the grant application. Example: The reviewer is competing for the grant.
- The reviewer's spouse, child, or partner has a financial interest in a grant application. Example: The reviewer's spouse is listed as a consultant for one of the applications.
- The reviewer's place of employment has a financial interest. Example: The reviewer's employer is one of the applicants or has an arrangement for a subcontract under the grant with an applicant.
- The reviewer knows the grant applicant and has formed a personal opinion, positive or negative, about the applicant.
- The reviewer accepts a loan or a gift from the grant applicant.
- The reviewer has provided a letter of support for the applicant.

I understand the expectations of disclosing a conflict of interest and recusing myself as a reviewer if an actual or perceived Conflict of Interest should arise.

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Name (Printed)

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LWDA

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Review Committee Member Signature

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Date

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