**Iowa Developmental Disabilities Council**

**Conflict of Interest Policy**

**Definition:** A conflict of interest can exist when the Iowa Developmental Disabilities (DD) Council member or a member of their family appears to benefit personally from their position on the DD Council.

**Guidelines:**

1. It is expected that all Council members volunteer with the Council to help increase the independence and inclusion of people with developmental disabilities.
2. Council members shall not engage in any activity that might be interpreted by the public as bad performance of their official Council duties.
3. A Council member who has a relationship with an agency applying for or receiving Council funds should not vote about awarding or stopping council funds. This also applies to a Council member who is a family member of someone with a relationship with an agency that is applying for Council funds.
   1. Examples of relationships: employer, employee, owner, board of director, client or consumer.
4. A Council member shall not vote on policy positions when the agency he or she represents is impacted by the Council policy position.
   1. Example: The Council is voting to make a policy statement about increasing funding to Vocational Rehabilitation. The Council member representing Vocational Rehabilitation should not vote on this.
5. A Council member must state any potential conflict of interest. The member should not discuss or vote on a grant award or policy position when conflicts of interest occur. This will be noted in the minutes of the Council meeting.
6. No contractor or grantee shall be allowed to the use salary of a DD Council member as the required federal match for any contract.
7. No DD Council member shall be allowed to receive salary money from any DD Council contracts or grants.

*Adopted: August 5, 1993*

*Revised July 2018, August 2022*