**Fairfield County Foundation- Scholarship Program**

**Conflict of Interest**

The Fairfield County Foundation relies on volunteers to serve on scholarship advisory committees for the Foundation’s many scholarship funds. The role of committee members is to evaluate the applications and recommend awarding the scholarship funds in the way that best fulfills the original donor’s charitable wishes. Although all scholarship funds have specific criteria, awarding scholarships also requires judgment in assessing the character, motivation, and potential of the applicants.

To ensure fairness, the Foundation requires all members of scholarship advisory committees to adhere to this conflict of interest policy. By agreeing to serve on a committee, members also agree to comply with the following rules:

* A member has a conflict of interest if (a) the member is related by blood, marriage, or adoption to a scholarship applicant; (b) the member will receive a direct or indirect financial benefit from recommending a scholarship to a particular applicant; or (c) due to personal or business relationships, or any other reason, the member exerts influence to recommend a recipient without regard to the scholarship criteria.
* If a member has an actual or potential conflict of interest concerning an applicant, the member will disclose the conflict to the rest of the committee. The member shall not discuss the scholarship applicant with anyone on the committee and will not participate in, or be present during, any committee deliberations concerning that applicant.
* Members agree to treat their committee’s deliberations and recommendations as confidential and not to disclose sensitive and personal information about youth and families in the community to anyone outside the committee. This confidentiality extends to the scholarship applications and federally protected information such as transcripts.
* Members acknowledge that the Board of Directors of The Fairfield County Foundation has the final authority concerning the awarding of scholarships.

**Committee Member:** Please complete the information below and return prior to reviewing any applications to aking@fairfieldcountyfoundation.org; or if you choose to print and sign, forms can be mailed to: Fairfield County Foundation, 162 East Main Street, Lancaster, Ohio 43130

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| **Are you aware of any conflicts as listed above? If yes, list conflicts.** |  |
| **Name of Scholarship(s) in which you serve on the committee** |  |
| **Name, Title, Organization (please print)** |    |

*Please sign or type your full name below certifying that you adhered to this conflict of interest policy.* *By signing this I agree that my electronic signature is the legally binding equivalent to my handwritten signature.*

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**Signature Date**