

Northeast Region SARE Conflict of Interest Policy

Revised July 24, 2012 to go into effect October 1, 2014

- 1) No person will participate in review of a proposal that is from their institution or organization, or from an institution or organization with which the person has a formal relationship (whether or not paid by that institution).
- 2) No person will participate in review of a proposal in which their major professor (or their student) or post-doctoral advisor is a participant. This restriction shall remain in effect no matter how many years have passed since the professor-student relationship finished.
- 3) No person will participate in review of a proposal in which collaborators on research projects or co-authors on peer reviewed publications (including pending publications and submissions) serve as project leaders. This restriction shall remain in effect until three years have passed since the research project ended or the final draft of the publication was submitted for review.
- 4) No person will participate in review of a proposal in which a close personal friend or family member is serving as a project leader.
- 5) No member of the Administrative Council, state coordinators, and regional or state program staff will be part of a project submitted for consideration during the time they serve on the committees or in their SARE positions. (The exception is that state coordinators and state staff may be part of proposals for state program plans, since this directly fits and supports their SARE roles). No member of the Technical Committee will submit proposals for review while serving on the committee, nor participate as reviewer in a grant program in which a proposal is pending that has that members name listed as a participant, advisor, or collaborator.
- 6) Members of the Technical Committee, Administrative Council, state coordinators, and regional or state program staff may provide general advice to potential SARE applicants about the characteristics of a strong proposal and whether an idea seems to be eligible for SARE funding, but drafts of proposals or specific ideas for proposals may not be reviewed. It is acceptable and encouraged to provide assistance to potential applicants with finding outside reviewers for their draft proposals, which includes technical advisors for farmer grants.
- 7) If a member of the Technical Committee, Administrative Council, state coordinators, and regional or state program staff provide assistance to potential applicants with finding outside reviewers, as allowed in 6 above, then that member cannot participate in review of the project.
- 8) When any discussion is held about a proposed project with which a person has a conflict of interest (as defined in 1-7 above), the person will leave the meeting room. In addition, a person with a conflict of interest regarding a particular project will not discuss the project with other members of a review panel or Administrative Council until after the respective group has made a final decision regarding disposition of the project.