



## CONFLICT OF INTEREST POLICY AND PROCEDURE

### Policy

It is the policy of the Muskegon County Homeless Continuum of Care Network (Network) to ensure that the operation of the Network is free from any conflict of interests by its members.

### Purpose

The purpose of the Policy is to define conflict of interest by Network members and a process by which to identify and prevent any such conflicts.

### Procedure

The Muskegon County Homeless Continuum of Care members must abide by the following rules in order to avoid conflicts of interest and promote public confidence in the integrity of the CoC and its processes. Failure to honor these rules will be grounds for removal from the Board and any of its committees.

Muskegon County Homeless Continuum of care members may not participate in or influence discussions or resulting decisions concerning the award of a grant or other financial benefit to:

- Any organization that they or a member of their immediate family represents; or
- Any organization from which they or a member of their immediate family derives income or anything of value.

Whenever Muskegon County Homeless Continuum of Care members or any of their immediate family members have a financial interest or any other personal interest in a matter coming before the Muskegon County Homeless Continuum of Care Network, they must:

- Fully disclose the nature of the interest; and
- Withdraw from discussing, lobbying or voting on the matter.

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Signature of Member

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Date

Effective Date: January 11, 2018