

## **STATEMENT OF NON-CONFLICT OF INTEREST**

### **CalMHSA Request for Proposals PEI Statewide Programs**

I acknowledge that I may have input into the drafting of the Requests for Proposals and/or that I may be involved in reviewing or approving proposals received in response to such RFPs.

I understand that persons preparing RFPs and reviewing or approving proposals must be free of any real or perceived conflict of interest. For purposes of this Statement, I understand that a conflict of interest exists whenever I have any relationship with a Proposer or Sub-Contractor of a Proposer that could interfere with my ability to exercise objectivity in the evaluation process.

I understand that if I have a conflict of interest and participate in preparation of an RFP, or act as a member of a Review Panel, or deliberate or vote on the approval of a proposal, the process may be tainted and may have to be started over. I have been provided with a copy of CalMHSA's Conflict of Interest Policy and will comply with it.

As used in this document, "Proposer" means a person or organization who has responded or expects to respond to the Request for Proposals described above. Throughout this document, "Sub-Contractor" means a prospective or current sub-contractor of the Proposer, or a sub-contractor under a proposed agreement with the Proposer.

Circumstances that may create a real or perceived conflict of interest include, but are not limited to, the following situations in which I:

1. Have a monetary or personal interest in the outcome of the RFP or evaluation process regarding the proposals.
2. Am employed or have been employed by a Proposer or have a close relative (spouse, parent, child, or sibling) who is so employed by the Proposer.
3. Am an officer, director, or volunteer for a Proposer.
4. Am employed or have been employed by a Sub-Contractor or have a close relative (spouse, parent, child, or sibling) who is so employed by the Sub-Contractor.
5. Am or have been a consultant to the Proposer or a Sub-Contractor.
6. Am or have been a student, intern, trainee, volunteer or any other non-paid staff placed at a program of the Proposer or a Sub-Contractor.
7. Have a close personal relationship with an individual or individuals employed at, placed at, or volunteering at a program of the Proposer or a Sub-Contractor.

8. Am currently receiving or have previously received services from a Proposer or a Sub-Contractor.
9. Have a spouse, parent, child, or sibling who is currently receiving or who has previously received services from a Proposer or a Sub-Contractor.
10. Have a close personal relationship with an individual who is currently receiving or who has previously received services from a Proposer or a Sub-Contractor.
11. Have submitted or been directly or indirectly involved in preparing the proposal of a Proposer.

After due consideration and review of the above, I have no conflict of interest.

1. I affirm that to the best of my knowledge neither I, any member of my immediate family, nor a person with whom I have a close personal relationship has a material personal or financial interest or fiduciary relationship with any actual or anticipated Proposer or Sub-Contractor under the RFP that I am preparing or reviewing proposals in response.
2. I affirm to the best of my knowledge that there is no conflict or potential conflict of interest that would preclude me from participating in preparation of the RFP or the evaluation process and in rendering a fair and impartial service and that none of the circumstances or situations that may create a real or perceived conflict of interest exists.
3. I further certify that I have no bias, whether positive or negative, toward any actual or anticipated Proposer or Sub-Contractor and there exists no circumstance that would prevent me from fairly specifying requirements or evaluating proposals under the RFP.
4. I further agree to give written notice to CalMHSA's Executive Director if at any time during this process, my personal, financial, or fiduciary relationship to one of the Proposers or Sub-Contractors is altered and a real or perceived conflict of interest should arise or I am no longer able to affirm that I can render fair and impartial service free of bias.

Name: \_\_\_\_\_  
Signature Date

Name: \_\_\_\_\_  
Print Name Title