

UNITED WAY OF BERKS COUNTY

CONFLICT OF INTEREST POLICY AFFIRMATION OF COMPLIANCE

I have received and carefully read the Conflict of Interest Policy for board members, staff and certain volunteers of United Way of Berks County. I have considered not only the literal expression of the policy, but also its intent. By signing this affirmation of compliance, I hereby affirm that I understand and agree to comply with the Conflict of Interest Policy. I further understand that United Way of Berks County is a charitable organization and that in order to maintain its federal tax exemption it must engage primarily in activities that accomplish one or more of its tax-exempt purposes.

Except as otherwise indicated in the Disclosure Statement and attachments, if any, I hereby state that I do not, to the best of my knowledge, have any conflict of interest that may be seen as competing with the interests of United Way of Berks County. Nor does any relative or business associate of mine have such an actual or potential conflict of interest.

If any situation should arise in the future that I think may involve me in a conflict of interest, I will promptly and fully disclose the circumstances to the Chairman of the Board of Directors of United Way of Berks County and/or to the President.

I further certify that the information set forth in the Disclosure Statement and attachments, if any, is true and correct to the best of my knowledge, information and belief.

Name _____
(please print)

Signature _____

Date _____

UNITED WAY OF BERKS COUNTY
CONFLICT OF INTEREST DISCLOSURE STATEMENT

Please complete the questionnaire, below, indicating any actual or potential conflicts of interest. If you answer "yes" to any of the questions, please provide a written description of the details of the specific action or transaction in the space allowed. Attach additional sheets as needed.

Financial Interests

A conflict may exist where an interested party, or a relative or business associate of an interested party, directly or indirectly benefits or profits as a result of a decision made or transaction entered into by the United Way of Berks County.

Please indicate whether, during the past twelve (12) months:

Has United Way of Berks County contracted to purchase or lease goods, services, or property from you or any of your relatives or business associates; or from a non-profit organization with which you are affiliated?

No Yes *If yes, please describe in detail:*

Has United Way of Berks County purchased an ownership interest in or invested in a business entity owned by you or any of your relatives or business associates?

No Yes *If yes, please describe in detail:*

Has United Way of Berks County offered employment to you or any of your relatives, or business associates?

No Yes *If yes, please describe in detail:*

Have you or any of your relatives or business associates been provided with a gift, gratuity or favor of a substantial nature from a person or entity that does business, or seeks to do business, with the United Way of Berks County?

No Yes *If yes, please describe in detail including the estimated value of gift, gratuity or favor:*

Have you, or any of your relatives or business associates, been gratuitously provided use of the facilities, property or services of the United Way of Berks County?

No Yes *If yes, please describe in detail:*

Duality Interests

A conflict may exist where an interested party, or a relative or business associate of an interested party, obtains a non-financial benefit or advantage that he would not have obtained absent their relationship with United Way of Berks County, or where his/her duty or responsibility owed to the United Way of Berks County conflicts with a duty or responsibility owed to some other organization.

Please indicate if at any time during the past twelve (12) months:

Did you obtain preferential treatment by the United Way of Berks County for yourself, any of your relatives or business associates, or another non-profit organization?

No Yes *If yes, please describe in detail:*

Did you make use of confidential information obtained from the United Way of Berks County for your own benefit or for the benefit of a relative, business associate, or other organization?

No Yes *If yes, please describe in detail:*

Did you take advantage of an opportunity or enable a relative, business associate or other organization to take advantage of an opportunity, which you had reason to believe would be of interest to United Way of Berks County?

No Yes *If yes, please describe in detail:*

Do you sit on the Board of Directors and/or serve as an officer of an affiliated or other local non-profit organization?

No Yes *If yes, please list the organization and the position(s) held:*

Relationship Interests

A conflict may exist where an interested party has a blood, marriage or adoptive relationship with other interested parties or with people and organizations with which United Way of Berks County conducts business.

Are you related by blood, marriage or adoption to another interested party, including staff, board members, volunteer committee members and members of their immediate family?

No Yes *If yes, please describe the relationship and the position held by the interested party:*

Are you related by blood, marriage or adoption to an employee or director of a United Way of Berks County affiliated or other non-profit organization?

No Yes *If yes, please describe the relationship, providing the organization name and the position held by the related person:*

Are you related by blood, marriage or adoption to an owner, director or employee of a service, professional or business entity that does business, or seeks to do business, with United Way of Berks County?

No Yes *If yes, please describe in detail:*

Employment Interests

Holding outside employment or pursuing other business interests while a United Way of Berks County employee may present a conflict. Employees actively participating in activities of an affiliated or other non-profit organization could also present a conflict.

To be completed only by United Way of Berks County employees.

As a United Way of Berks County employee, are you holding outside employment or pursuing other business interests?

No Yes *If yes, please describe in detail:*

As a United Way of Berks County employee, are you actively participating in activities of an affiliated or other local non-profit organization?

No Yes *If yes, please describe in detail:*