

F. DOE/EERE Conflict-of-Interest Policy and Form

It is important for programs to be aware of expert reviewers' possible conflicts of interest. *Having a conflict of interest in one area does not necessarily exclude a person from serving as a reviewer.* This agreement must be completed by individuals prior to their participation in EERE peer reviews. This policy and agreement have been formulated based on advice from the DOE General Counsel's Office and recognize that (1) expert reviewers of programs in-progress do not make funding decisions and (2) programs often must balance perceived conflict of interest and the need for expert advice from a small community of experts.

Please forward this form, along with your Curricula Vita (if you have not already done so), to the DOE review leader.

You have been nominated by DOE/EERE to serve as a Peer Reviewer for [Name of Program/Subprogram/Project]. Your participation in this review will be greatly appreciated. However, it is possible that your personal affiliations and involvement in certain activities could pose a conflict of interest or create the appearance that you lack impartiality in your evaluations and recommendations for this peer review. In order to assess if you have a real or perceived conflict of interest in regard to the program/projects that will be evaluated in this peer review, please complete the information below. This information will be reviewed by the peer review leader in order to identify potential conflicts of interest and assure that you are not placed in a position to review and evaluate projects that may present the appearance of partiality.

SECTION 1: AFFILIATIONS, ACTIVITIES AND PROGRAM INVOLVEMENT

At the end of this section you will be asked to list those specific projects or areas on the agenda where a conflict or appearance of conflict could exist and explain the nature of that conflict. A conflict in one area does not necessarily exclude you from serving as a reviewer in another area. The review leader may call you for more information.

Affiliations or activities that could potentially lead to conflicts of interest may include the following:

- a) Work or known future work for parties that could be affected by your judgments on projects or program developments that you have been asked to review.
- b) Any personal benefit you (or your employer, spouse or dependent child) might gain in a direct or predictable way from the developments of the program/projects you have been asked to review.
- c) Any previous involvement you have had with the program/projects you have been asked to review, such as having participated in a solicitation to the program area that was subsequently not funded, or having a professor, student, or collaborator relationship with the program or its research staff.
- d) Any financial interest held by you (or your employer, spouse or dependent child) that could be affected by your participation in this matter.
- e) Any financial relationship you have or have had with DOE/EERE such as research grants or cooperative agreements.

Personal involvement with the research program or with other DOE program areas.

	Yes	No
I previously was involved in research funded by this program/project.	_____	_____
I participated in a solicitation from this program/project.	_____	_____
I reviewed this program/project previously.	_____	_____
I am a former professor or student of a Principal Investigator.	_____	_____
I previously collaborated with the Principal Investigator in a research activity in program/project area.	_____	_____

Project or technical area on review agenda	Nature of conflict of interest

(continue on another sheet if necessary)

SECTION 2: CONFLICT OF INTEREST AGREEMENT

CONFLICT OF INTEREST AGREEMENT

This agreement must be completed by individuals prior to their participation in EERE peer reviews. Please contact (contact info for agency peer review official) to discuss any potential conflict of interest issues at your earliest convenience, but no later than _____.

I have reviewed the information contained on this form and to the best of my knowledge I have disclosed any actual or potential conflicts of interest that I may have in regard to the program/projects that I have been nominated to evaluate. In addition, prior to my participation as a peer reviewer, I agree to disclose any actual or perceived conflicts of interest as soon as I am aware of the conflict.

Signature _____
Date

Printed Name