

Inter-County Community Council

P.O. Box 189. Oklee, MN 56742. 218-796-5144. www.intercountycc.org



Program Eligible Board Nomination Form

Name: _____

Address: _____

Phone home: _____ cell: _____

County: _____ e-mail: _____

Please list any civic, professional and community activities that you have been involved in:

By applying to be on the Inter-County Community Council Governing Board, I understand there are expectations, including but not limited to the following:

- Belief and commitment to the agency's mission.
- Exhibiting high ethical standards and integrity in Board discussions and decisions.
- Accepting responsibility and support for Board decisions.
- Disclosure of any conflicts of interest in matters under Board consideration.
- Regular attendance at Board meetings.

I also disclose that I:

- Am not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency;
- Have not been convicted of or had a civil judgement rendered against me for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, for violation of federal or state antitrust statutes or for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses above; and
- Have not had any public transactions (federal, state, or local) terminated for cause or default during the three years prior to their application.

If you are not able to certify to these things, please attach an explanation to the application.

Signature

Date

I certify that I am receiving, have received or are eligible for Community Action Services.

Signature

Date

Inter-County Community Council - Conflict Of Interest Declaration

Policy Statement:

The members of the Board of Directors (Board Members), officers, senior management, and certain other staff with authority over financial and procurement matters, of Inter-County Community Council, Inc. (Inter-County) owe a fiduciary duty to Inter-County to act in good faith and in a manner that they reasonably believe to be in Inter-County's best interests. This duty of loyalty requires such individuals to exercise independent judgment on behalf of Inter-County placing Inter-County's best interests ahead of personal interests.

To ensure that Inter-County's best interests are being served, related-party transactions shall be the subject of full disclosure by directors, officers, senior management and other staff as determined by the Executive Director and reviewed by independent board members (for transactions of Board Members and the Executive Director) or Executive Director (for transactions of all other staff). Head Start regulations and IRS requirements prohibit Board Members from having financial conflicts of interests with Inter-County. Therefore, if a related-party transaction involving a Board Member is determined to be a financial conflict of interest, either the transaction will not be conducted or the Board Member will be required to resign.

For these purposes, the term "Related-Party transactions" means, in general, transactions between Inter-County, or any of its subsidiaries, and 1) an individual board member, officer, or certain employees of Inter-County, or 2) a close relative of such person, or 3) an entity in which such person, or one of his or her close relatives, is an employee or partner or holds a significant leadership or management position, or in which such persons, alone or collectively, hold over fifty-one (51%) percent of the total ownership interest or Board of Directors seats. The term "officer" includes both officers who are members of the Board of Directors and those who are senior management employees. The term "close relative" means a spouse and parents thereof; children and spouses thereof; parents and spouses thereof; siblings and spouses thereof; grandparents and grandchildren and spouses thereof; domestic partner and parents thereof; any individual related by blood or affinity whose association is equivalent of a family relationship. "Related-Party transactions" also mean transactions between Inter-County and any other party where any of the individuals described in 1) through 3) above receive a financial benefit in connection with such transaction, except for such benefits that are received solely as a member of a charitable class that is to be benefited according to Inter-County's stated purposes, provided on similar terms as provided to other members of the charitable class and consistent with program eligibility requirements. Guidelines established in Part 200.318 will be followed with procurement procedures.

Conflict of Interest Statement: Please check ONE of the following boxes:

- My interests and relationships present no potential conflict.
[Proceed to signature block below. Do not complete the tables.]
- I hereby disclose my interests and relationships that could give rise to a conflict of interest:
[Complete the table below. Use additional pages as needed.]

| Family Relationships | Names of those presenting a potential conflict of interest |
|--|---|
| Include immediate family or spouse of any such individual | |
| Type of interest | Description of interest that could lead to a conflict of interest |
| Transactions, arrangements, or affiliations with the Organization or other nonprofit organizations | |
| Substantial business or investment holdings | |
| Transactions or affiliations with businesses not currently listed | |

I am not aware of any financial interest involving me or a family member that could present a conflict of interest that I have not disclosed above.

Signature

Printed Name

Date