

**BRUNSWICK AREA STUDENT AID FUND  
CONFLICT OF INTEREST POLICY**

The Brunswick Area Student Aid Fund (BASAF) recognizes Directors, Officers, and Volunteers have active roles beyond their service to BASAF. This means, from time to time, potential and real conflicts of interest, or the appearance of such conflicts, will inevitably arise. It is BASAF's policy to deal with such conflicts openly.

Conflicts of interest include, but are not limited to, BASAF Directors, Officers, and Volunteers (including family members as defined below) (1) having inappropriate involvement with, or otherwise attempting to influence, scholarship awards to individual grant recipients; or (2) being employed by or doing business with vendors, consultants and other providers of services to BASAF.

In order to avoid conflicts of interest in the awarding of scholarships, the eligibility and selections process shall be blind and designed to eliminate the opportunity for a conflict.

In the case of such conflict, or the appearance thereof, BASAF Directors, Officers, and Volunteers are expected to disclose to the Directors the real or potential conflict prior to taking any action that gives rise to the conflict; and, the remaining Directors will determine if there is a conflict of interest or the appearance of a conflict. If the Directors determine a real or apparent conflict exists, the Director, Officer, or Volunteer involved shall not participate in the activity and related decision-making discussions and shall abstain from any related votes.

In cases where the BASAF's Directors make decisions and one or more of the BASAF's Directors abstains from voting as a result of a conflict of interest or the appearance thereof, such decisions and votes (and the Directors involved) will be identified in the official minutes of the meeting.

Known conflicts and potential conflicts of interest are to be disclosed annually by each Director and Officer.

A "Family Member" includes: (a) spouse or domestic partner; (b) parent or grandparent; (c) child, grandchild or great grandchild; (d) brother or sister; or (e) spouse or domestic partner of a child, parent, brother, sister, grandchild or great grandchild.

Please list any known potential conflicts of interest:

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To the best of my knowledge, the above represents any known and potential conflicts of interest I may have. I agree that if, in the future, any situations arise which would require disclosure, I will notify the President of the Board of the real or perceived conflict.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Printed Name)

Board Approved 3/6/12