

**MIAMI-DADE COUNTY DEPARTMENT OF CULTURAL AFFAIRS
CONFLICT OF INTEREST STATEMENT**

POLICY STATEMENT

The Miami-Dade County Department of Cultural Affairs, a local government agency, requires that all Council members, sub-committee members, grants panelists, and employees abide by the State of Florida's "1976 Sunshine Amendment" to the State Constitution, which provides additional constitutional guarantees regarding ethics in government at all levels. The State Constitution requires that the code of ethics prohibit conflict between public duty and private interests as prescribed by law and as outlined in the accompanying Ethics booklet provided to you with this form. To this end, Council members, sub-committee members, grants panelists, and employees must avoid any action that could possibly be interpreted as a use of membership or employment for direct or indirect financial gain through the furthering of the economic interests of any applicant organization or project with which they, or members of their immediate families, are affiliated.

PRACTICE

- Council members, sub-committee members, grants panelists, or employees may not advocate on behalf of applications or proposals involving Departmental support or endorsement on behalf of themselves or applicant organizations or projects with which they are affiliated. All negotiations and presentations favoring such applications should be undertaken by persons who are not Council members, sub-committee members, grants panelists, employees and their immediate family members.
- Council members, sub-committee members, grants panelists, or employees and their immediate families may take part in activities supported by the Department, but should not receive any remuneration out of Departmental funds for their services in connection with such activities, unless the Council specifically voted and the Department specifically authorized such remuneration.
- The considerations and procedures set forth in the paragraphs above are also applicable to former Council members, sub-committee members, grants panelists, and employees for one year following termination of their appointment or employment.
- If Council members, sub-committee members, grants panelists, or members of their immediate families are participants in any way in a Departmentally supported activity or project, the request to the Department for support should clearly indicate the nature and extent of that participation.
- Each Council or sub-committee member, or grants panelist shall file with the Department in October of each year, a statement identifying his/her current association with any cultural, special event and/or previous and potential applicant organization in Miami-Dade County. This statement of each member shall identify all cultural associations for the preceding three years as well. The statement should include information as to whether a member is a) an officer, director, administrator or employee of any organization, b) a contributor, guarantor, patron, donor, or other

provider of economic advantage (in amounts of \$1,000 or more per organization) to an organization, and/or c) a subscriber or member of any organization. Members in categories (a) and (b) shall be

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deemed ‘affiliates’ of such cultural organizations. An ‘affiliate,’ prior to voting on a matter affecting any cultural organization listed in that member’s statement of interest, shall declare such interest publicly and abstain from voting. Any ‘affiliation’ acquired since the filing of the member’s latest statement also shall be declared. A Council member, sub-committee member, or grants panelists should abstain from voting on a matter affecting any applicant organization of which that person or any immediate family member is an ‘affiliate.’

- Council members, sub-committee members, grants panelists, or employees should not solicit nor receive, directly or indirectly, anything of economic value (a gift, gratuity, or favor) from any person or organization if Council members, sub-committee members, grants panelists, or employees have reason to believe that such gifts, gratuities or favors are related to Council membership, employment or Departmental support.

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I have read and understand the Miami-Dade County Department of Cultural Affairs' Conflict of Interest Statement and completed the information below as it pertains to me or a member of my immediate family.

PRESENT:

1) Please list cultural, historic, scientific, or other potential applicant organizations for which you or a member of your immediate family are an officer, director, administrator or employee:

_____	_____
_____	_____
_____	_____

2) Please list cultural, historic, scientific, or other potential applicant organizations for which you or a member of your immediate family are a contributor, guarantor, patron or other provider of economic advantage (\$1,000 or more):

_____	_____
_____	_____
_____	_____

3) Please list cultural, historic, scientific, or other potential applicant organizations for which you or a member of your immediate family are a subscriber:

_____	_____
_____	_____
_____	_____

4) Name(s) of cultural, historic, scientific, or other potential applicant organizations with which you or a member of your immediate family have any other relationship than those enumerated in sections 1, 2, and 3:

_____	_____
_____	_____
_____	_____

I have read and understand the Miami-Dade County Department of Cultural Affairs' Conflict of Interest Statement and completed the information requested as it pertains to me or other members of my immediate family.

Member: _____

Signature: _____ **Date:** _____

IN THE PAST THREE YEARS:

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1) Please list cultural, historic, scientific, or other potential applicant organizations for which you or a member of your immediate family are an officer, director, administrator or employee:

_____	_____
_____	_____
_____	_____

2) Please list cultural, historic, scientific, or other potential applicant organizations for which you or members of your immediate family are a contributor, guarantor, patron or other provider of economic advantage (\$1,000 or more):

_____	_____
_____	_____
_____	_____

3) Please list cultural, historic, scientific, or other potential applicant organizations for which you or a member of your immediate family are a subscriber:

_____	_____
_____	_____
_____	_____

4) Name(s) of cultural, historic, scientific, or other potential applicant organizations with which you or a member of your immediate family have any other relationship than those enumerated in sections 1, 2, and 3:

_____	_____
_____	_____
_____	_____

I have read and understand the Miami-Dade County Department of Cultural Affairs' Conflict of Interest Statement and completed the information requested as it pertains to me or other members of my immediate family.

Member: _____

Signature: _____ **Date:** _____