EXHIBIT C

CONTRACT CONFLICT OF INTEREST DISCLOSURE FORM

FOR OFFICIALS, EMPLOYEES, AND AGENTS

The Town of Pinebluff ("*Unit*") has adopted a Conflict of Interest Policy ("*Policy*") that governs the Unit's expenditure of Federal Financial Assistance (as defined in <u>Section II</u> of the Policy). The Policy designates Rachel Dysart as the "COI Point of Contact."

	The COI Point of Contact has identified you as an official, employee, or agent of the Unit that may involved in the selection, award, or administration of the following contract: (the "Contract"). To safeguard the Unit's expenditure of Federal ancial Assistance, the COI Point of Contact has requested that you identify any potential real or apparent afflicts of interest in the Firm considered for the award of a Contract. Using the Exhibit A to the Policy
as	a guide, please answer the following questions:
1.	Do you have a financial or other interest in a firm considered for this Contract?
	Yes No Unsure:
	If the answer is Yes or Unsure, please explain:
2.	Will you receive any tangible personal benefit from a firm considered for this Contract?
	Yes No Unsure:
	If the answer is Yes or Unsure, please explain:
3.	For purposes of Question 3(a) and 3(b), your "Immediate Family Members" include: (i) your spouse and their parents, (ii) your child, (iii) your parent and any spouse of your parent, (iv) your sibling and any spouse of your sibling, (v) your grandparents or grandchildren, and the spouses of each, (vi) any domestic partner of any individual in (ii) through (v) of this definition; and (vii) any individual related by blood or affinity whose close association with you is the equivalent of a family relationship.
	a. Do you have an Immediate Family Member with a financial or other interest in a firm considered for this Contract?
	Yes No Unsure: If the answer is Yes or Unsure, please explain:

	b.			mily Member that will receive a tangible personal for this Contract?
		Yes	No	Unsure:
4.	Do you have a Contract?	any other partn	er with a financ	ial or other interest in a firm considered for this
		Yes	No	Unsure:
		If the answer	is Yes or Unsure	, please explain:
5.	Will any other this Contract?	partner of you	rs receive any ta	ngible personal benefit from a firm considered for
		Yes	No	Unsure:
		If the answer	is Yes or Unsure	, please explain:
		it from this Cor	itract?	Unsure:, please explain:
7.	Benefits to Em	ployers		
		1	1 ,	other than the Unit) of any of your Immediate Family crest in a firm considered for this Contract?
		Yes	No	Unsure:
		If the answer	is Yes or Unsure	, please explain:
		^	`	ther than the Unit) of any of your Immediate Family benefit from this Contract?
		Yes	No	Unsure:
		If the answer	is Yes or Unsure	e, please explain:

	C.		a current or potential employer (other than the Unit) of any partner of yours have a ial or other interest in a firm considered for this Contract?
			Yes No Unsure:
			If the answer is Yes or Unsure, please explain:
	d.		current or potential employer (other than the Unit) of any partner of yours receive a le personal benefit from this Contract?
			Yes No Unsure:
			If the answer is Yes or Unsure, please explain:
8.	interes	t in a fin	ing situation or relationship create the <i>appearance</i> that you have a financial or other m considered for this Contract or will receive a tangible personal benefit from a firm this Contract?
		Yes _	No Unsure:
		If the a	answer is Yes or Unsure, please explain:
9.	Membe	er of yo	ting situation or relationship create the <i>appearance</i> that any Immediate Family urs has a financial or other interest in a firm considered for this Contract or will ble personal benefit from a firm considered for this Contract?
		Yes _	No Unsure:
		If the a	answer is Yes or Unsure, please explain:
10.	employ	er (othe	ting situation or relationship create the <u>appearance</u> that your current or potential or than the Unit) has a financial or other interest in a firm considered for this Contract a tangible personal benefit from a firm considered for this Contract?
		Yes	No Unsure:
		If the a	unswer is Yes or Unsure, please explain:

11. Does any existing situation or relationship create the <u>appearance</u> that any current or potential employer (other than the Unit) of any of your Immediate Family Members has a financial or other

	t in a firm con ered for this C		s Contract or will receive a tangible personal benefit from a firm
	Yes	No	Unsure:
	If the answe	r is Yes or Uns	sure, please explain:
employ conside	er (other tha	n the Unit) of	ationship create the <u>appearance</u> that any current or potential any other partner has a financial or other interest in a first receive a tangible personal benefit from a firm considered for
	Yes	No	Unsure:
	If the answer	r is Yes or Uns	sure, please explain:
			* * * * * * *
Sign Name:			
Print Name:			
Name of Emplo	yer		
Job Title:		-	
Date of Comple	etion:	-	

EXHIBIT D

COMPLIANCE CHECKLIST FOR SUBAWARD OVERSIGHT

The Town of Pinebluff ("Unit") has adopted a Conflict of Interest Policy ("Policy") that governs the Unit's expenditure of Federal Financial Point of Contact to complete this Compliance Checklist to identify potential real or apparent conflicts of interest in connection with proposed Assistance (as defined in Section II of the Policy). The Policy designates Rachel Dysart as the "COI Point of Contact." The Policy requires the COI Subawards (as defined in Section II) and file the Checklist in the records of the Unit.

Instructions for Completion

- The COI Point of Contact shall complete Steps 1 through 5 of the Checklist below.
- If the value of the proposed Subaward exceeds \$[250,000], the COI Point of Contact shall collect a Conflict of Interest Disclosure Form from each Covered Individual. 7
- If the COI Point of Contact identifies a potential real or apparent conflict of interest after completing this Compliance Checklist, the COI Point of Contact shall report such potential conflict of interest to each member of the Governing Board. 3

Definitions

- 1. Covered Individual. Each person identified in Section 1 of this Checklist is a "Covered Individual" for purposes of this Compliance Checklist and the Policy.
- Immediate Family Member means, with respect to any Covered Individual, (i) a spouse, and parents thereof, (ii) a child, and parent thereof, (iii) a parent, and spouse thereof, (iv) a sibling, and spouse thereof, (v) a grandparent and grandchild, and spouses thereof, (vi) domestic partners and parents thereof, including domestic partners of any individual in (ii) through (v) of this definition; and (vii) any individual related by blood or affinity whose close association with the Covered Individual is the equivalent of a family relationship. $\ddot{6}$
- Related Party means (i) an Immediate Family Member of a Covered Individual, (ii) a partner of a Covered Individual, or (iii) a current or potential employer (other than the Unit) of a Covered Individual, of a partner of a Covered Individual, or of an Immediate Family Member of a Covered Individual 3

bre bre sinti livi livi livi nati livi livi livi livi livi livi livi li		Identify the proposed Subaward, Name of Contract: Subrecipient, and the subject of the Subaward. Name of Counterparty	Subject of Subaward:	Identify all individuals involved in the selection, award, or administration of the Subaward. These individuals are "Covered Individuals". Ensure that each Covered Individual has been provided with a copy of the Conflict of Interest Policy. **Rents** **Rents** **Rents** **Rents** **Public Officials** **Public Officials** **Public Officials** **Agents** **	Identify whether any Covered Individual has a (i) financial or other interest in, or (ii) tangible personal benefit from the firm considered for a Subaward. [If the estimated Subaward amount exceeds \$[250,000], ensure that each Covered Individual files a Conflict of Interest Disclosure Form with the COI Point of Contact.]	Public Officials Employees	Identify whether any Related Party has a (i) financial or other interest in or (ii) tangible personal benefit from the firm considered from a Subaward. If the estimated Subaward amount exceeds \$[250,000], ensure that each Covered Individual files a Conflict of Interest Disclosure Form with the COI Point of Contact.]	Public Officials – Related Party Employees – Related Party	
for freezens and the control of the form of the second of	cep				3 Ident consi	100 × 20 ×	4 Ident consi files		July Con

5 Identify relations tangible	Any identified nterest in Step 5 is a potential 'apparent' conflict of interest.
Identify whether a reasonable person with knowledge of the relevant facts would find that an existing situation or relationship creates the <i>appearance</i> that a Covered Individual or any Related Party has a financial or other interest in or a tangible personal benefit from a firm considered for a Subaward? If ves. explain.	Public Officials
relevant facts would find that an existing I or any Related Party has a financial or ard? If ves. explain.	
g situation or · other interest in or a	Agents

COI Point of Contact:
Signature of COI Point of Contact:
Date of Completion:

EXHIBIT E

SUBAWARD CONFLICT OF INTEREST DISCLOSURE FORM

FOR OFFICIALS, EMPLOYEES, AND AGENTS

The Town of Pinebluff ("*Unit*") has adopted a Conflict of Interest Policy ("*Policy*") that governs the Unit's expenditure of Federal Financial Assistance (as defined in <u>Section II</u> of the Policy). The Policy designates Rachel Dysart as the COI Point of Contact.

be	The COI Point of Contact has identified you as an official, employee, or agent of the Unit that may involved in the selection, award, or administration of the following subaward: (the "Subaward"). To safeguard the Unit's expenditure of
app	deral Financial Assistance, the COI Point of Contact has requested that you identify any potential real or parent conflicts of interest in the Firm considered for the award of a Subaward. Using the Exhibit A to Policy as a guide, please answer the following questions:
1.	Do you have a financial or other interest in a firm considered for this Subaward?
	Yes No Unsure:
	If the answer is Yes or Unsure, please explain:
2.	Will you receive any tangible personal benefit from a firm considered for this Subaward?
	Yes No Unsure:
	If the answer is Yes or Unsure, please explain:
3.	For purposes of Question 3(a) and 3(b), your "Immediate Family Members" include: (i) your spouse and their parents, (ii) your child, (iii) your parent and any spouse of your parent, (iv) your sibling and any spouse of your sibling, (v) your grandparents or grandchildren, and the spouses of each, (vi) any domestic partner of any individual in (ii) through (v) of this definition; and (vii) any individual related by blood or affinity whose close association with you is the equivalent of a family relationship.
	a. Do you have an Immediate Family Member with a financial or other interest in a firm considered for this Subaward?
	Yes No Unsure: If the answer is Yes or Unsure, please explain:

	b.			amily Member that will receive a tangible personal for this Subaward?
		Yes	No	Unsure:
4.	Do you have a Subaward?	any other partn	ier with a financ	cial or other interest in a firm considered for this
		Yes	No	Unsure:
		If the answer	is Yes or Unsure	, please explain:
5.	Will any other this Subaward?		rs receive any ta	ngible personal benefit from a firm considered for
		Yes	No	Unsure:
		If the answer	is Yes or Unsure	, please explain:
6.	Does your curre firm considered personal benefit	d for this Subar	ward or will suc	than the Unit) have a financial or other interest in a ch current or potential employer receive a tangible
		Yes	No	Unsure:
		If the answer i	is Yes or Unsure	, please explain:
7.	Benefits to Emp	ployers		
				ther than the Unit) of any of your Immediate Family rest in a firm considered for this Subaward?
		Yes	No	Unsure:
		If the answer i	s Yes or Unsure	, please explain:
				her than the Unit) of any of your Immediate Family enefit from this Subaward?
		Yes	No	Unsure:
		If the answer is	s Yes or Unsure,	please explain:

	C.				oloyer (other than the larm considered for this	Unit) of any partner of yours have a Subaward?
			Yes	No	Unsure:	
			If the answ	er is Yes or	Unsure, please explain	:
	d.		_	-	oyer (other than the Uhis Subaward?	nit) of any partner of yours receive a
			Yes	No	Unsure:	
			If the answ	er is Yes or	Unsure, please explair	1:
8.	interest	in a fir		d for this Su		nce that you have a financial or other a tangible personal benefit from a
		Yes	No		Unsure:	
		If the a	nswer is Ye	s or Unsure,	please explain:	
9.	Membe	er of you	urs has a fin	ancial or oth	-0173	carance that any Immediate Family considered for this Subaward or will this Subaward?
		Yes	No		Unsure:	X.
		If the a	nswer is Ye	s or Unsure,	please explain:	
10.	employ	er (othe	er than the	Unit) has a	financial or other in	rance that your current or potential terest in a firm considered for this rm considered for this Subaward?
		Yes	No		Unsure:	
		If the a	nswer is Ye	s or Unsure,	please explain:	

11. Does any existing situation or relationship create the <u>appearance</u> that any current or potential employer (other than the Unit) of any of your Immediate Family Members has a financial or other

	n a firm consi sidered for this		Subaward or will receiv	e a tangible personal benefit from a
	Yes	No	Unsure:	
Ι	f the answer is	Yes or Unsur	re, please explain:	
employe	r (other than t ed for this Sub	he Unit) of a	ny other partner has a	wance that any current or potential financial or other interest in a firm all benefit from a firm considered for
7	es	No	Unsure:	
I :-	f the answer is	Yes or Unsur	e, please explain:	
		,	* * * * * * * *	
Sign Name:				z.
Print Name:				
Name of Employe	er			-
Job Title:				·
Date of Completic	on:			=1

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