

**INTER-AMERICAN INSTITUTE FOR GLOBAL CHANGE RESEARCH  
DIRECTORATE**

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**COLLABORATIVE RESEARCH NETWORK (CRN) PROGRAM**

**CONFLICT OF INTERESTS STATEMENT FOR IAI PROPOSAL REVIEWERS**

Your designation as an IAI reviewer requires that you be aware of potential conflict situations that may arise. Please read the examples of potentially biasing affiliations or relationships listed in Section 4 of this form. As an IAI reviewer, you are asked to review applicant grant proposals. You may have a conflict with one or more. Should you become aware of any conflict while reviewing a proposal, please contact the IAI Directorate. The IAI can then determinate how the matter should be handled and will tell you what further steps, if any, to take.

1. If during the period of reviewing IAI proposals, you gain access to information generally not available to the public, you must not use that information for your personal benefit or make it available for the personal benefit of any other individual or organization. This is to be distinguished from the entirely appropriate general benefit of learning more about the IAI, learning from other IAI reviewers, or becoming better acquainted with the state of a given discipline.
2. The IAI receives proposals in confidence and protects the confidentiality of their contents. For this reason, you must not copy, quote, or otherwise disclose or use material from any proposal you review. If you believe that a colleague can make a substantial contribution to the review, please consult the IAI Directorate before disclosing either the contents of the proposal or the applicant's name.
3. As an IAI reviewer, please review the following examples of possible conflicts before beginning to review IAI proposals:

**I. Your affiliation with an applicant institution.**

You may have a conflict if you have/held:

- Current employment as professor, adjunct professor, visiting professor, or similar position (this includes other campuses of a multi-campus institution, but a waiver may be available. If you are in a multi-campus institution, please let the IAI Directorate know);
- Other current employment with the institution such as a consulting or an advisory arrangement;
- Being considered for employment at the institution;
- Ownership of the institution's securities or other evidences of debt;
- Current membership on a visiting committee or similar body at the institution (this is a conflict only for proposals that originate from the department, school, or facility that the visiting committee or similar body advises.);
- Any office, governing board membership, or relevant committee chairpersonship in the institution (ordinary membership in a professional society or association is not considered an office.);

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- Current enrollment as a student (only a conflict for proposals or applications that originates from the department or school in which one is a student);
- Received and retained an honorarium or award from the institution within the last 12 months.

**II. Your relationship with an investigator, project director, or other person who has a personal interest in the proposal or other application:**

- Known family or marriage relationship (conflict only if the relationship is with a principal investigator);
- Business or professional partnership;
- Employment at the same institution within the last 12 months;
- Past or present association as thesis advisor or thesis student;
- Your collaboration on a project or on a book, article, report, or paper within the last 48 months.

**III. Your other affiliations or relationships:**

Interests of the following persons are to be treated as if they were yours: Any affiliation or relationship of your spouse, of your minor child, of a relative living in your immediate household or of anyone who is legally your partner that you are aware of, that would be recovered by items I or II above (except for receipt by your spouse or relative of an honorarium or award);

Other relationship, such as close personal friendship, that you think might tend to affect your judgment or be seen as doing so by a reasonable person familiar with the relationship.

For further information, please contact the IAI Directorate:

Brad Wilcox  
IAI Scientific Officer  
Telephone: (55-12) 345-6855/6860  
Fax: (55-12) 341-4410  
E-mail: bwilcox@dir.iai.int

Marcella Ohira  
IAI Project Officer  
Telephone: (55-12) 345-6855/6858  
Fax: (55-12) 341-4410  
E-mail: marcella@dir.iai.int

**CERTIFICATION – COLLABORATIVE RESEARCH NETWORK (CRN)**

**I have read the list of affiliations and relationships (listed on this form) which could prevent my participation in matters involving such individuals or institutions. To the best of my knowledge, I have no affiliation or relationship that would prevent me from performing my proposal review duties. I understand that I must contact the IAI Directorate if a conflict exists or arises while I am reviewing IAI proposals. I also will not divulge any confidential information which I may become aware of while I am reviewing IAI proposals. I further understand that I must sign and return this Conflict of Interest Statement to the IAI Directorate together with the review of the proposals.**

**Reviewer's Name (please print):** \_\_\_\_\_

**Reviewer's signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Reviewed Proposals Reference numbers:** \_\_\_\_; \_\_\_\_; \_\_\_\_; \_\_\_\_; \_\_\_\_; \_\_\_\_;

**Confidentiality of Reviews and Reviewer Identities**

**The IAI policy is that review and reviewer identities will not be disclosed to persons outside of the IAI, except when verbatim copies of reviews (without the name, signature, and affiliation of the reviewer) will be sent to the principal investigator. The IAI considers reviews and reviewer identities to be exempt from disclosure, but cannot guarantee that it will not be forced to release them under member country laws or other laws.**