



**Conflict of Interest
ad hoc Administrative Guidelines
for Intramural Grant Reviewers**

We rely on the professionalism of each reviewer to identify any Conflict of Interest (COI) or apparent COI that may affect or appear to affect the integrity of the review process.

Please review the suggestions below and screen the applications or proposals for real or apparent COI for yourself.

If you have identified application(s) or proposal(s) with which you have a COI or appearance of a COI and wish to recuse yourself from participating in their review please notify [Edward North](#).

COI Guidelines for UVMCC Intramural Grant Applications:

You **may be** a reviewer but may not review certain applications and **must abstain from voting and leave the room** when the committee discusses a proposal when:

- You are named on an application as Key Personnel or in any other significant role that would give your participation in the review process the appearance of a conflict of interest.
- You are in a superior or subordinate reporting position with any PI or Co-PI.
- The application includes a letter of support or reference letter from you.
- You have a direct financial interest: you or a close family member would receive a direct financial benefit if an application is funded.