

**Concordia University**  
**Disclosure of Outside Activities and Significant Financial Interests**  
**(For Federally-Funded Grant Projects)**

Name \_\_\_\_\_ Department/Unit \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

All faculty and academic staff at Concordia University must disclose certain outside activities, as described in PHS regulations on Responsibility of Applicants for Promoting Objectivity in Research for which PHS Funding is Sought (42 C.F.R. Part 50, Subpart F) and Responsible Prospective Contractors (45 C.F.R. Part 94). These regulations promote objectivity in research by establishing standards that provide a reasonable expectation that the design, conduct, and reporting of research funded under PHS grants or cooperative agreements will be free from bias resulting from investigator financial conflicts of interest. In addition, those who plan to participate in, or are participating in, Public Health Service (PHS)-funded research must fully disclose potential financial conflicts of interest and successfully complete financial conflict of interest training. This form includes all of the disclosures for both of these requirements.

This form must be submitted to your department chair or unit director no later than at the time of application for PHS funding, within 30 days of discovering or acquiring a new significant financial interest or outside activity, and at least annually during the period of award. The original will be maintained in the grant file and copies sent to the PI, Department Chair, Dean, and Senior Vice President of Academics. Please read the Definitions for information on which types of financial interests must be reported.

I have read the Definitions and do not have any significant financial interests related to my institutional responsibilities or outside activities that require disclosure. (If you check this box, forward the signed form to your chair/director.)

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**B. Offices and Directorships**

Identify below any business or other organization related to your field of academic interest or professional specialization for which you or your immediate family served as an officer, director, or trustee. No identification need be made for professional societies, trusts, or charitable, religious, social, community service, or political organizations.

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# What is a Financial Conflict of Interest?

**Definitions**

**Financial Interest**

