CONFLICT OF INTEREST DISCLOSURE STATEMENT

Preliminary note: In order to be more comprehensive, this statement of disclosure/questionnaire also requires you to provide information with respect to certain parties that are related to you. These persons are termed "affiliated persons" and include the following:

- your spouse, domestic partner, child, mother, father, brother or sister (including in-laws);
- any corporation or organization of which you are a board member, an officer, a partner, participate in management or are employed by, or are, directly or indirectly, a debt holder or the beneficial owner of any class of equity securities;
- any trust or other estate in which you have a substantial beneficial interest or as to which you serve as a trustee or in a similar capacity.

1. NAME OF EMPLOYEE OR BOARD MEMBER (Please print)

__________________________________________________________________________________________

2. CAPACITY

☐ board of directors
☐ executive committee
☐ officer
☐ committee member
☐ staff (position): ___________________________________________________________________

3. Have you or any of your affiliated persons provided services or property to Minnesota Literacy Council in the past year?

☐ yes ☐ no

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

__________________________________________________________________________________________

__________________________________________________________________________________________

__________________________________________________________________________________________
4. Have you or any of your affiliated persons purchased services or property from Minnesota Literacy Council in the past year?
   - yes
   - no

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

5. Please indicate whether you or any of your affiliated persons had any direct or indirect interest in any business transaction(s) in the past year to which Minnesota Literacy Council was or is a party?
   - yes
   - no

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

6. Were you or any of your affiliated persons indebted to pay money to Minnesota Literacy Council at any time in the past year (other than travel advances or the like)?
   - yes
   - no

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

7. In the past year, did you or any of your affiliated persons receive, or become entitled to receive, directly or indirectly, any personal benefits from Minnesota Literacy Council or as a result of your relationship with MLC, that in the aggregate could be valued in excess of $1,000, that were not or will not be compensation directly related to your duties to MLC?
   - yes
   - no
If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:


8. Are you or any of your affiliated persons a party to or have an interest in any pending legal proceedings involving Minnesota Literacy Council?

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:


9. Are you aware of any other events, transactions, arrangements or other situations that have occurred or may occur in the future that you believe should be examined by Minnesota Literacy Council's Board of Directors in accordance with the terms and intent of MLC's conflict of interest policy?

If yes, please describe the nature of the services or property and if an affiliated person is involved, the identity of the affiliated person and your relationship with that person:


I HERBY CONFIRM that I have read and understand Minnesota Literacy Council's conflict of interest policy and that my responses to the above questions are complete and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this disclosure is inaccurate or that I have not complied with this policy, I will notify the Board Chair or Finance and Audit Committee chair immediately.

Signature

Date