**Conflict of Interest Declaration**

**PrincipaI Investigator:**

Research Team Members:

Partner Organizations (if other than Emily Carr University):

**Project Title:**

Project Start and End Dates (DD/MM/YYYY):       to

**Conflict of Interest Declaration**

Conflicts of interest (real or perceived) are not unusual in applied research. The Tri-Agency Framework: Responsible Conduct of Research (RCR Framework, 2021) expects that potential or perceived conflicts of interest are managed by “appropriately identifying and addressing any real, potential or perceived conflict of interest, in accordance with the Institution’s policy on conflict of interest in research, in order to ensure that the objectives of the RCR Framework ([Article 1.3](https://rcr.ethics.gc.ca/eng/framework-cadre-2021.html#a1-3)) are met.”

This declaration allows space for researchers to describe how real or potential conflicts of interest will be managed in this project. COI management may involve transparency on externally facing documents (such as consent forms, partnership agreements, publications, and presentations). It may also involve assigning duties to other research team members to avoid biases.

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| --- | --- | --- |
| **#** | **Question** | **Answer** |
| 1.1  | Will your research activities involve you in dealings with individuals, businesses or corporations (including spin-off company or other corporations) with which you are associated in ways that might be viewed by a reasonable observer as a conflict of interest? | [ ]  yes [ ]  no |
| 1.2  | if yes, please describe the potential (real or perceived) COI and how it will be managed |       |
| 1.3  | Academic staff frequently participate in activities of service (voluntary) to the community and society at large. Will you be involved in service activities outside of Emily Carr University that may give rise to conflicts of interest?  | [ ]  yes [ ]  no |
| 1.4  | If yes, please state the name of the outside parties with whom you are involved and the nature of your involvement (eg. board member, advisor, director). Explain how this COI will be managed in the project. |       |
| 1.5  | Will you or a member of your family or your corporation be the recipient(s) of financial interest or financial benefit from project funds over which you exercise influence? | [ ]  yes [ ]  no |
| 1.6  | If yes, state the particulars of the financial interest or benefit. Explain how this COI will be managed in the project. |       |
| 1.7  | Will you or your corporation have, or anticipate having a financial benefit from project funds in the form of Fee-for-Services or other remuneration? | [ ]  yes [ ]  no |
| 1.8  | If yes, state the particulars of the fee-for-services or other remuneration that you or your corporation anticipates receiving not including your normal salary. Explain how this COI will be managed in the project. |       |
| 1.9  | To the best of your knowledge does or will a member of your family have a relationship (financial or non-financial) with the project that might be viewed by a reasonable individual to constitute a potential conflict of interest?  | [ ]  yes [ ]  no |
| 1.10  | If yes, state the particulars of your family member's relationship with the project. Explain how this COI will be managed in the project. |       |
| 1.11  | Will you, your family or your corporation have or anticipate having a financial interest in, or receive a financial benefit from any outside party whose activities are connected to your research obligations to the project? | [ ]  yes [ ]  no |
| 1.12  | If yes, state the particulars of the financial interest or financial benefit. Explain how this COI will be managed in the project. |       |
| 1.13  | Do you intend to use the services of university students, university employees or others under contract to the university over whom you exercise supervisory or academic responsibility, for a purpose beyond those directly associated with your employment obligations to the University? | [ ]  yes [ ]  no |
| 1.14  | If yes, please identify the nature and duration of the service. Explain how this COI will be managed in the project. |       |
| 1.15  | Are you aware of any other potential conflicts of interest or conflicts of commitment, real or perceived, that might affect you within the scope of this research project?  | [ ]  yes [ ]  no |
| 1.16  | If yes, please state the nature and details of the potential conflict of interest and/or commitment. Explain how this COI will be managed in the project. |       |

### **1.17\* Reporting Individual's Declaration:**

[ ]  I declare that the information contained in this Disclosure Report is true and correct to the best of my knowledge, information, and belief. I will promptly submit a revised report if at any time during this period circumstances warrant a different response to any of the questions in this Disclosure Report.

**1.18\* Policies and Procedures Declaration:**

[ ]  I have read Emily Carr's policies and related procedures on [Conflict of Interest and Intellectual Property](https://www.ecuad.ca/about/leadership-and-governance/policies#5-.-research) (Policy 5.1.3 and 5.2).

**1.19\* Tri-Agency Declaration**

[ ]  I am aware of my obligations under the [Tri-Agency Framework: Responsible Conduct of Research](https://rcr.ethics.gc.ca/eng/framework-cadre-2021.html).