



EPRM

Guidelines conflict of interest – EPRM funding

Guidelines to avoid a conflict of interest (Board) membership and EPRM funding

Overview roles and responsibilities

	Role	Members
Strategic Financial Committee	Advises on the design of the CFP	Preferably not applying, no strict requirement
EPRM Governance Board	Decides on design CFP	GB members, except members who will apply
The Secretariat (including representatives of GIZ and BGR)	Assessing the proposals Pre-selection of the proposals for the AC Decision on the call for proposals taken into account the comments and advice of the AC	
Advisory Committee	Advising the Secretariat on the assessments (based on the pre-selection), taken into account the framework and criteria of the CFP	No applicants Preferably GB members, alternative is non-GB

Design of the call for proposals

- The Strategic Financial Committee has the task to formulate a strategic focus for the coming year(s). This includes the strategy and design for the next call for proposals. The Governance Board (GB) will take the final decision on the formulation and design of each call.
- Ideally, members of the Strategic Financial Committee cannot apply for the call for proposals that was discussed during their membership in the Strategic Financial Committee. However, an exception will be made in case this means that not all pillars are represented in the Strategic Financial Committee. (Note: the Strategic Financial Committee has no decision making power)
- Board members deciding on the design of call for proposals cannot apply for the call for proposals. If this means that a pillar is not represented, non-GB members from that pillar are invited to attend this meeting.

Selection of applications for the call for proposals

- The EPRM Secretariat reviews the EPRM project proposals with the help of an Advisory Committee.

- The Advisory Committee consists of EPRM (board) members, a maximum of two representatives per constituency. Representatives of organizations or companies that have applied to the call for proposals cannot have a seat in the Advisory Committee in that same year.

Implementation of an EPRM funded project

In case an organization or company represented by a GB member receives EPRM funding, the following rules apply:

- The GB member cannot manage the EPRM funded project.
- When the EPRM funded project is on the agenda of a GB meeting, the GB member representing this organization/ company will be requested to leave the meeting if appropriate.
- The GB member representing an organization/company that have received EPRM funding for a project cannot participate in processes or decisions relating to the evaluation of the same project.