# DISCLOSURE BYPUBLIC EMPLOYEE OF FINANCIAL INTEREST

# IN A SUBSTANTIALLY SIMILAR PUBLIC CONTRACT

**AS REQUIRED BY 930 CMR 6.26(5)**

|  |  |
| --- | --- |
|  | **PUBLIC EMPLOYEE INFORMATION** |
| Your Name |  |
| Your Government Position |  |
| State, County or Municipal Agency/ Department | **Name of the public agency you serve** |
| Public Agency Address |  |
| Office phone |  |
| Office e-mail |  |
| Date you were elected/ appointed to your government position | Specify date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **I am disclosing that I have a financial interest in a public contract which was entered into or amended after my election or appointment to my public position. The contract is not with the public agency that I serve, and is substantially similar to an earlier public contract as disclosed below.** |
|  | **PUBLIC CONTRACT** |
| Please provide information about the public contract | **PLEASE WRITE AN X BESIDE THE STATEMENT THAT DESCRIBES THE NEW OR AMENDED PUBLIC CONTRACT:**  \_\_\_\_ I have a contract with a public agency, **OR**  \_\_\_\_ A public agency has a contract with another entity, such as a corporation, company or organization, and I have a financial interest in the contract because I own the company or shares in the company.  The name of that entity is:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Commencement date of public contract | Specify date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date when you acquired a financial interest in the public contract | Specify date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Name and address of public agency that  is a party to the public contract |  |
|  | If the public contract involves your **being employed by a public agency, having employment that is funded by a public agency, or** **providing legal or other professional services to a public agency**, then you **MAY** **NOT** use this exemption.  **PLEASE CONFIRM THAT YOU ARE ELIGIBLE TO USE THIS EXEMPTION BY WRITING AN X NEXT TO THE FOLLOWING STATEMENT:**  \_\_\_\_ I confirm that the public contract is **not** for the purposes listed above. |
| Please explain what the public contract is for |  |
|  | **YOUR FINANCIAL INTEREST IN THE PUBLIC CONTRACT** |
| Please explain your financial interest  in the public contract | For example:  How much money will you be paid under the contract?  How much of the contracting company do you own? |
|  | **SUBSTANTIAL SIMILARITY** |
| Please provide information about the contract that pre-dated your public service | **PLEASE CONFIRM ONE OF THE STATEMENTS BELOW BY WRITING AN X**  \_\_\_ Within five years before my election or appointment to my public position, I had a financial interest in a substantially similar public contract.  **OR**  \_\_\_ Within five years before my election or appointment to my public position**,** my spouse, parent, brother, sister or child, or my spouse’s parent, brother, sister or child had a financial interest in a substantially similar public contract. After my election or appointment to my public position, my family member transferred the financial interest to mebecause of his or her incapacitating disability, or I inherited the financial interest from my family member. |
| Termination date of the contract that pre-dated your public service | **What was the termination date of the contract that pre-dated your appointment or election to your public position?**  Specify termination date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Explain how the contracts are substantially similar | **Please explain in what way the new or amended contract is substantially similar to the contract that pre-dated your public service.**  For example, it involves the same type of services, goods, benefits (such as insurance coverage) or access to and/or use of premises. Contracts may be substantially similar even though the parties or the contract terms are not the same. |
|  | **ADDITIONAL REQUIREMENTS** |
| Please indicate that you meet one of the following requirements | **To satisfy the requirements of this exemption, you must meet one of the following requirements.**  **PLEASE WRITE AN X BESIDE THE REQUIREMENT THAT YOU MEET:**  \_\_\_ The new or amended contract was awarded pursuant to a competitive bidding process; **OR**  \_\_\_ The contract terms of the new or amended contract are non-negotiable, and the contract is available to the public generally and/or to all who meet the eligibility requirements for the contract, in accordance with a standard process that incorporates objective standards and eligibility criteria. |
| Please indicate that you meet the stated requirement | **PLEASE CONFIRM THE STATEMENT BELOW BY WRITING AN X.**  **\_\_\_\_** In any public position I hold or have held, I did not participate in or have official responsibility for the contents, design, making or award or management of the new or amended contract, and did not participate in or have official responsibility for determining the eligibility requirements for the contract. |
|  | **ADDITIONAL OBLIGATIONS** |
|  | **PLEASE CONFIRM THE STATEMENTS BELOW BY WRITING AN X NEXT TO EACH ONE:**  \_\_\_\_ I understand that I may not communicate with any public agency concerning any public contract in which I have a financial interest.  \_\_\_\_ I understand that I remain subject to other prohibitions of the conflict of interest law, and can seek further advice from the Ethics Commission about what those are. |
| Employee signature |  |
| Date |  |

**Attach additional pages if necessary.**

**Not elected to your public position – file with your appointing authority.**

**Elected state or county employees – file with the State Ethics Commission.**

**Elected municipal employee – file with the City Clerk or Town Clerk.**

**Elected regional school committee member – file with the clerk or secretary of the regional school district.**

**Form Approved April 2015**