

# Proposal Review Conflict of Interest Policy



Reviewers for Technology Evaluation in the Elderly Network (Canadian Frailty Network or CFN) with any real or perceived conflict of interest with a proposal, project or investigator or co-investigator will disclose the conflict and will be excused from any discussions of the proposal or project, including budget allocation discussions.

For the **Research Management Committee**, a member may participate in the deliberations of the committee unless he/she:

1. Has disclosed a potential conflict of interest in regard to the competition to be reviewed and has been determined to be in material conflict of interest in regard to the competition;
2. Is a Principal Applicant or co-applicant/co-investigator on an application to be reviewed by that committee.

For the **Scientific Review Committee** or the **Knowledge Translation Committee**, the potential for a conflict of interest for the members will be determined for each competition. A member may participate in a competition deliberation of the committee unless he/she:

1. Has disclosed a potential conflict of interest in regard to the competition to be reviewed, and has been determined to be in material conflict of interest in regard to the competition.
2. Is a Principal Applicant on an application to be reviewed for that competition. A co-applicant/co-investigator may participate in the deliberations for that competition but will not participate in any of the discussions relevant to that application and will not be physically present when those discussions occur.

For the **Education and Training Committee**, a member may participate in the deliberations of the committee unless he/she:

1. Has disclosed a potential conflict of interest in regard to the competition to be reviewed, and has been determined to be in material conflict of interest in regard to the competition;
2. Is a supervisor of an applicant in that competition. An interdisciplinary mentor for an application in that competition may participate in the deliberations for that competition but will not participate in any of the discussions relevant to that application.

A committee member or reviewer is considered to have a conflict of interest with an application if he/she:

- is from the same immediate department, institution, organization or company as the principal applicant, **AND** interacts with the applicant in the course of his/her duties at the department, institution, organization or company<sup>1</sup>;
- has collaborated, been a co-applicant or published with the applicant, within the last three years;
- has been a student or supervisor of the applicant within the last five years;
- is a close personal friend or relative of the applicant;
- has had long-standing scientific or personal differences with the applicant;
- is in a position to gain or lose financially from the outcome of the application (e.g., holds stock in the company of an industry partner or a competitor); or
- for some other reason feels that he/she cannot provide an objective review of the application.

All committee members and reviewers are subject to these conflict of interest guidelines.

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<sup>1</sup> Reviewer membership to the Network or Network organizations hosting grant applicants will not necessarily be grounds for exclusion.