
Subject: Conflict of Interest Attestation

RFP# 2025-01-WIOA-OSO

The WIOA One-Stop Operator must act impartially, avoiding any improper personal, financial, or political gains, and must be free from actual or perceived conflicts of interest. Please review the Benton-Franklin Workforce Development Council's (BFWDC) [Conflict of Interest and Code of Conduct Policies](#).

Compliance Confirmation:

Does your organization agree to comply with BFWDC's Code of Conduct and Conflict of Interest Policy, specifically items **A** and **B** listed below?

Yes No

A. Code of Conduct:

1. BFWDC and all subrecipients must maintain a written code of standards governing the performance of individuals involved in awarding and administering Workforce Innovation and Opportunity Act (WIOA) contracts and subgrants. (See Code of Conduct – Attachment A)
2. No individual in a decision-making capacity will engage in any activity if a conflict of interest (real, implied, apparent, or potential) is involved. This includes decisions related to the selection, award, or administration of a subgrant or contract supported by WIOA funds.

B. Conflict of Interest Plan:

Any organization performing multiple functions related to WIOA must develop a written plan detailing how it will manage its responsibilities while complying with WIOA regulations, relevant Office of Management and Budget circulars, and this conflict-of-interest policy. The plan must limit conflicts of interest or their appearance, minimize fiscal risk, and establish appropriate firewalls within the organization. This plan must be approved by both BFWDC and the Executive Committee.

Conflict of Interest Disclosure:

Does your organization have any current or potential conflicts of interest, real or perceived, in serving as the WIOA One-Stop Operator in Benton and Franklin Counties?

Yes No

If yes, please describe any current or potential conflicts of interest and how they will be managed (attach additional pages if necessary).

I attest on behalf of my organization that the statements and information provided are true and complete.

Signature of Authorized Representative

Date

Benton-Franklin Workforce Development Council receives support and funding from US Department of Labor grants. Read more about USDOL grant funding at Stevens Amendment | Benton-Franklin WDC (bentonfranklinwdc.com)

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