

## PKD Foundation Grant Reviewer Guidance on Conflicts of Interest

PKD Foundation Grant Reviewers are expected to be impartial and fair when reviewing grant and fellowship applications, and are expected to identify all conflicts of interest beforehand. The PKD Foundation follows guidelines set by the [NIH](#) regarding conflicts of interest on the grant review committee.

Proposed reviewers **may not** be on the review committee if:

- The reviewer has submitted a grant application.
- The reviewer serves as a mentor on a fellowship application.
- The reviewer is named on the application in a major professional role.
- The reviewer (or close family member such as a spouse or parent/child) would receive a direct financial benefit if the application is funded.

Proposed reviewers may be on the review committee but **may not review certain applications and must leave the room** when:

- The PI or others on the application with a major role are from the reviewer's institution or institutional component (e.g. department).
- Within the past three years, the reviewer has been a collaborator or has had any other professional relationship (e.g. served as a mentor) with any person on the application who has a major role.
- The application includes a letter of support or reference letter from the reviewer.
- The reviewer serves as a member of the advisory board for the project under review.

Proposed reviewer may be on the review committee and may review specific applications if:

- An application originates from an institution where the reviewer has collaborators, but the reviewer's collaborators are not listed on the application.
- The reviewer has an indirect financial interest of less than \$10,000.
- The reviewer freely donates reagents or other materials to the proposed project, and these reagents or materials would also be available to other researchers.
- The reviewer, as well as a person with a major role on the proposed project, contributes data, reagents, specimens, etc. to the same repository or database.
- The reviewer is a member of a research network that involves a person with a major role on the proposed project.
- The reviewer is a co-author of a non-research publication (e.g., review, commentary) or a multi-authored publication with a person with a major role on the proposed project.

Each PKDF reviewer must certify that to the best of his or her knowledge he/she has disclosed all conflicts of interest that he or she may have with the applications; he or she fully understands the confidential nature of the review process and agrees:

- (1) to destroy or return all materials related to it;
- (2) not to disclose or discuss the materials associated with the review, the evaluation, or the review meeting with any other individual except as authorized by the PKDF Scientific Advisory Committee Chair or other designated PKDF official;
- (3) not to disclose procurement information prior to the award of a grant or fellowship; and
- (4) to refer all inquiries concerning the review to the SAC Chair or other PKDF official.

Please disclose your applicable conflicts of interest by communicating with PKDF Staff directly at [eliseh@pkdcure.org](mailto:eliseh@pkdcure.org).