



# Virginia Growth and Opportunity Fund (GO Virginia)

## Regional Councils Conflict of Interest Act (COIA) Guidance

### Section I: PURPOSE

This guidance is being revised due to changes to the online training modules created by the COIA Council. While the GO Virginia Regional Councils are not required by Statute (2.2.31.30) to complete COIA online training, it is highly encouraged that Councils adopt policy that indeed requires all Council members to complete the COIA online training that is required of the GO Virginia Board (see Online Trainings below).

A prime goal of the Regional Councils is to encourage collaboration among localities, the education sector, and the private sector. With projects being brought forth at the regional level, along with Council representation at the regional level, there may be times when individuals may need to abstain from reviewing or voting on a project to be submitted to the GO Virginia Board. Individuals should consult with Regional Council leadership and if necessary, legal counsel if there are questions or concerns regarding a possible conflict.

### Section II: FINANCIAL DISCLOSURE STATEMENT

Since it is not required by the COIA Council for Regional Council members to file the Financial Disclosure Statement, the Department of Housing and Community Development (DHCD) does not advise that the Regions create their own statement. However, if a Regional Council does create disclosure forms, they may wish to review those provided by the Ethics Council and furthermore, it may be advisable to see legal counsel.

### Section III: ONLINE TRAININGS

Due to changes in the COIA online training modules, the new training modules only have those entities that are required to complete training as selectable options. It is highly encouraged that all members of the regional councils take an approved COIA training at least one every two consecutive years they serve on the regional council. The first training should be within two months of their appointment to the regional council.

Online training modules offered by the State Ethics Council can be found online here:

<http://ethics.dls.virginia.gov/> by clicking on "GO Virginia Board." Support organizations should advise Regional Council members to input "**Region # Council Member**" in the Title Field to ensure clear records that are easily identifiable by GO Virginia Region.

Support organizations are responsible for ensuring that their regional council members stay in compliance with COIA trainings. DHCD will present an accounting of Council Member COIA compliance to the Regional Councils at least once per year and as part of the Regional Council Annual Certification process.