

BROOKINGS

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The disclosure guidelines below are meant to avoid conflicts of interest and are modeled on publication disclosure policies used by professional academic associations, such as the American Economic Association. The guidelines have been developed for the guidance of outside contributors to Brookings’s online and print publications and apply in connection with the submission of pieces in excess of 2,000 words. Resident scholars are subject to the conflict of interest policy summarized [here](#), and nonresident affiliates are subject to the conflict of interest policy summarized [here](#). All submissions (regardless of length) from outside contributors to Brookings for publication must undergo an internal review process.

This policy pertains to all submissions written exclusively by outside authors. A resident scholar who coauthors with an outside contributor is encouraged to refer to this policy in order to ensure the avoidance of conflicts and the disclosure of relevant relationships.

Disclosure Guidelines

1. Each outside contributor of a piece submitted for Brookings publication (online or print) should state the sources of financial support for that particular piece.
2. Each outside contributor should identify each interested party from whom he or she has received significant financial support, summing to at least \$15,000 over the past year, in the form of consultant fees, retainers, grants and the like. An “interested” party is any individual, group, or organization that has a financial or political interest related to the piece, or could be seen to have such an interest. The disclosure requirement also includes in-kind support, such as providing access to data. If the support in question comes with a non-disclosure obligation, that fact should be stated, along with as much information as the obligation permits.
3. Each outside contributor should disclose any paid or unpaid positions as officer, director, or board member of for-profit or non-profit organizations whose positions, goals, or financial interests relate to the piece.
4. Each outside contributor must disclose if another outside (non-Brookings) party had the right to review the paper prior to its circulation.

Publication of Disclosure

Relevant disclosures will be made available to the public on the piece of content posted or published. If there is nothing to disclose, this too will be explicitly stated on the piece of content.

Outside Contributor Disclosure Form

Instructions: Complete, sign and send the form below to the contact person identified by the research program.

No Disclosures

If you have nothing to disclose check the box and sign below; otherwise, continue with the rest of the form.

☐ I have read and understand the Brookings Institution's Conflict of Interest Disclosure Policy for Outside Contributors and I have no relevant or material financial interests that relate to the research described in this paper.

Full Name

Signature

Date (mm/dd/yyyy)

Disclosures

1. Financial support for the work

☐ No, I have not received any financial support for the work I am submitting for publication.

☐ Yes, I received the following sources of financial support for the work I am submitting for publication:

Name of Source
Acme Foundation

2. Significant support for the author (> \$15,000)

☐ No, I have not received any significant financial support from an Interested Party¹.

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☐ No, I do not hold any positions with organizations whose positions, goals or financial interests relate to the work I am submitting for publication

☐ Yes, I hold the following positions with organizations whose positions, goals, or financial interests relate to the work I am submitting for publication²:

Position	Organization Name
Board Member	Acme Organization

¹ An "Interested Party" is any individual, group, or organization that has a financial or political interest related to the piece, or could be seen to have such an interest. The disclosure requirement also includes in-kind support, such as providing access to data. If the support in question comes with a non-disclosure obligation, that fact should be stated, along with as much information as the obligation permits.

² Include paid or unpaid positions as officer, director, or board member of any for-profit or non-profit organizations whose positions, goals, or financial interests relate to the piece.

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Information on the form is complete and accurate to the best of my knowledge.

Full Name

Signature

Date (mm/dd/yyyy)