

TRB POLICY ON EXECUTIVE COMMITTEE PARTICIPATION IN COOPERATIVE RESEARCH PROGRAM (CRP) PROJECTS

Revised 1/8/2021

In the administration of its contract research programs, TRB wishes to maximize both the substance and the appearance of fairness in the selection and management of its contractors, at the same time ensuring the quality and expanding the number of potential researchers as much as possible.

It is in TRB's interest to use the expertise of the best qualified individuals and organizations available to perform its research programs, where no actual or apparent conflicts of interest exist. However, conflicts may arise or appear to exist if members of TRB's Executive Committee or organizations with which they are affiliated submit proposals on projects.

To prevent such problems in the administration of the Cooperative Research Programs (CRP) administered by TRB, members of the Executive Committee are not permitted to serve as principal investigators on any CRP projects. Additionally, the following rules will apply to all members of the Executive Committee:

1. No involvement is permitted in the selection process for CRP contractors, where the individual Executive Committee member or an affiliated organization is being considered.
2. No involvement is permitted in TRB's administration of a contract in which the individual or an affiliated organization is involved.
3. No involvement is permitted in setting or modifying administrative policies that would directly or materially affect either the administration of existing contracts with the individual or affiliate organization, or the individual's or affiliate organization's ability to submit proposals.

The Chair of the TRB Executive Committee, serving a one-year term; the Chair of the TRB Division Committee, serving a three-year term; and the Vice Chair of the Division Committee, serving a three-year term, have close ties to the Executive Director and to the activities of TRB. Neither of the Chairs nor the Vice Chair has any role in the selection of contractors for CRP projects. Nevertheless, because of these special relationships, the following additional rules also will apply to their activities on CRP projects during their terms as Executive Committee Chair, Division Committee Chair, and Division Committee Vice Chair:

4. Individuals serving in these positions may not personally propose on any CRP project during their years of service as Executive Committee Chair, Division Committee Chair, and Division Committee Vice Chair. This limitation on their right to propose on a CRP project as an individual does not extend to a governmental or academic entity with which they are affiliated provided that the individuals in question do not hold a significant financial interest (other than their salaries) in the governmental entity or academic institution of higher learning. Affiliated organizations in which an Executive Committee Chair, Division Committee Chair, or Division Committee Vice Chair holds a significant financial interest, other than a salary derived from a position in a governmental entity or an academic institution of higher learning, may also propose, but only in accordance with case-specific guidelines established by the Division Committee in advance of that individual's appointment as Executive Committee Chair, Division Committee Chair, or Division Committee Vice Chair to ensure that there is neither actual nor perceived conflict of interest.
5. They may not be personally consulted or participate in any way in the preparation of a proposal, or otherwise provide information that would be advantageous to a proposal team.
6. They may not work on a project as a member of the research team or as a consultant to the team.

Where a newly appointed Chair of the Executive Committee, Chair of the Division Committee, Vice Chair of the Division Committee, or other member of the Executive Committee has existing activities or commitments covered in the foregoing list of rules on a CRP project at the time of appointment, those activities will be reviewed and recommendations made on a case-by-case basis by the members of the Division Committee (exclusive of a newly appointed chair, vice chair, or member if his/her activities are being considered).