

7. Use of University resources in connection with proposed activity:

a. Will the activity entail the use of any University resources (see UNC Policy Manual, 300.2.2, Section I, Item G)?

Yes No

If yes, describe what resources will be used.

8. To your knowledge, does the contracting organization above provide funding which directly supports any of your University duties or activities?

Yes No

9. To be completed if the contracting organization is a private firm:

a. Do you or any member of your immediate family own an equity interest in the contracting organization?

Yes No

b. Do you hold an office in the contracting organization?

Yes No

10. Performance of the above described activity is consistent with the Board of Governors Policy on conflicts of interest and commitment and external professional activities (300.2.2).

Employee Signature

School/Division/Department

Academic Rank or Job Title

Administrative Title (if any)

**Submit the completed Notice of Intent form to your dean/department head for approval and signature.
Employees may not engage in activities prior to approval.**

ADMINISTRATIVE ACTION ON NOTICE OF INTENT

1. Dean/Department Head Review

Activity determined to be consistent with University policy.

Activity determined not to be consistent with University policy.

Other action (as required)

Dean/Department Head Signature

2. Administrative Officer Review

Approval by the Provost or other administrative officer to whom the Dean/Department Head reports is required if Question #8 or Question #9a or #9b is answered in the affirmative.

Activity determined to be consistent with University policy.

Activity determined not to be consistent with University policy.

Other action (as required)

Administrative Officer Signature

3. Action on appeal (if any):

Administrative Office Signature

Any administrative action approving a "Notice of Intent" shall be effective only for the remaining balance of the fiscal year (in the case of 12-month employees) or for the balance of the academic year (for 9-month employees); see above paragraph 2.