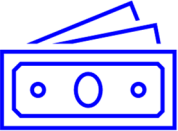










## Outside Activities and Interests Disclosure Guide

Category	Disclose	Examples	Exceptions (Do NOT Disclose)
<p><b>Ownership, Management, or Financial Interests</b></p> 	<ul style="list-style-type: none"> <li>You, your spouse, or relative have a management position or greater than 5% ownership interest in an outside entity that does business with UF</li> <li>You, your spouse, or dependent child have a financial interest of \$5,000 or more in a publicly or non-publicly traded entity related to your UF institutional responsibilities</li> <li>Having any equity/ownership interest related to your UF institutional responsibilities in a privately traded entity</li> </ul>	<ul style="list-style-type: none"> <li>Owning a startup company that licenses UF technology related to your expertise</li> <li>Managing a UF horticultural program while holding stock in an agrochemical company</li> <li>Your spouse having a management position in an entity that does any business with UF</li> </ul>	<ul style="list-style-type: none"> <li>Income, equity, or ownership interest from independently managed investment vehicles like mutual funds or retirement accounts</li> </ul>
<p><b>Public Office</b></p> 	<ul style="list-style-type: none"> <li>You are a candidate for or hold public office</li> </ul>	<ul style="list-style-type: none"> <li>Running for local, state, or federal government office</li> </ul>	<ul style="list-style-type: none"> <li>Non-governmental offices, e.g. homeowner's association president</li> </ul>
<p><b>Outside Teaching</b></p> 	<ul style="list-style-type: none"> <li>Holding a formal teaching appointment at another educational institution</li> </ul>	<ul style="list-style-type: none"> <li>Teaching an online course for another educational institution</li> </ul>	<ul style="list-style-type: none"> <li>Teaching at non-educational institutions, e.g. a yoga studio (unless related to your UF expertise, which should be reported as professional services)</li> </ul>
<p><b>Outside Research</b></p> 	<ul style="list-style-type: none"> <li>Performing any research for or receiving research funding from any institution other than UF</li> </ul>	<ul style="list-style-type: none"> <li>Holding a research appointment at another institution</li> <li>Conducting R&amp;D for a company in your private capacity</li> </ul>	<ul style="list-style-type: none"> <li>Research conducted at outside entities as part of a UF sponsored project or UF research funds</li> <li>Collaborative UF research performed during official UF travel</li> </ul>
<p><b>Classroom Materials</b></p> 	<ul style="list-style-type: none"> <li>Requiring your students to purchase classroom materials authored by you/your spouse, and for which you anticipate receiving income or anything of value</li> </ul>	<ul style="list-style-type: none"> <li>Authoring a book you require your students to purchase and from which you receive copyright income</li> </ul>	<ul style="list-style-type: none"> <li>Requiring your students to purchase classroom materials authored by you/your spouse, for which you do NOT receive anything of value</li> </ul>

## Outside Activities and Interests Disclosure Guide

Category	Disclose	Examples	Exceptions (Do NOT Disclose)
<b>Intellectual Property (IP) Income</b> 	<ul style="list-style-type: none"> <li>Receiving from an entity other than UF royalties, licensing fees, copyright income, or other income of \$5,000 or more from IP related to your UF expertise</li> </ul>	<ul style="list-style-type: none"> <li>Receiving licensing fees in excess of \$5,000 annually from technology you developed at another institution</li> </ul>	<ul style="list-style-type: none"> <li>Any IP income not related to your UF expertise</li> <li>IP income of less than \$5,000 annually from an outside entity</li> <li>Any IP income from UF</li> </ul>
<b>Legal Consulting/Expert Witness</b> 	<ul style="list-style-type: none"> <li>Providing professional consulting services as an expert witness on a legal matter such as a lawsuit or potential lawsuit</li> </ul>	<ul style="list-style-type: none"> <li>Giving an expert opinion on any legal matter, including pre-suit</li> <li>Appearing in court as an expert witness</li> </ul>	<ul style="list-style-type: none"> <li>Testifying in a case as a witness (i.e. not an expert witness)</li> </ul>
<b>Professional Services</b> 	<ul style="list-style-type: none"> <li>Providing paid or unpaid professional services related to your UF expertise</li> </ul>	<ul style="list-style-type: none"> <li>Consulting for an outside entity in any capacity, e.g. educational, technical, clinical, etc.</li> <li>Serving on an advisory board for an external entity</li> <li>Reviewing proposals for international agencies</li> </ul>	<ul style="list-style-type: none"> <li>Volunteering or community service activities e.g. youth sports coaching, church volunteering, etc.</li> <li>Outside employment unrelated to your UF expertise</li> <li>Serving as an external thesis/ dissertation committee member</li> <li>Speaking at academic conferences while representing UF (even if receiving an honorarium)</li> <li>Reviewing grant proposals for US government or US non-profit agencies</li> <li>Any professional activities reasonably considered by your supervisor to be part of your UF job</li> </ul>
<b>Leadership Roles</b> 	<ul style="list-style-type: none"> <li>Paid or unpaid senior management, administrative, or leadership roles related to your UF expertise where you make executive business or financial decisions for the outside entity</li> </ul>	<ul style="list-style-type: none"> <li>Senior leadership role such as CEO, COO, or serving on Board of Directors of a professional society</li> <li>Serving as president of a startup company related to your UF expertise</li> </ul>	<ul style="list-style-type: none"> <li>Leadership roles unrelated to your UF expertise (for an entity that does NOT do business with UF per Management category listed above).</li> </ul>