### Outside Activities and Interests Disclosure Guide

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| Ownership, Management, or Financial Interests | • You, your spouse, or relative have a management position or greater than 5% ownership interest in an outside entity that does business with UF  
• 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  
• Having any equity/ownership interest related to your UF institutional responsibilities in a privately traded entity | • Owning a startup company that licenses UF technology related to your expertise  
• Managing a UF horticultural program while holding stock in an agrochemical company  
• Your spouse having a management position in an entity that does any business with UF | • Income, equity, or ownership interest from independently managed investment vehicles like mutual funds or retirement accounts                                                                                                                                                                                                                                               |
| Public Office                         | • You are a candidate for or hold public office                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | • Running for local, state, or federal government office  
• Non-governmental offices, e.g. homeowner’s association president |                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Outside Teaching                      | • Holding a formal teaching appointment at another educational institution                                                                                                                                                                                                                                                                                                                                                                                                     | • Teaching an online course for another educational institution  
• Teaching at non-educational institutions, e.g. a yoga studio (unless related to your UF expertise, which should be reported as professional services) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Outside Research                      | • Performing any research for or receiving research funding from any institution other than UF  
• Holding a research appointment at another institution  
• Conducting R&D for a company in your private capacity | • Holding a research appointment at another institution  
• Conducting R&D for a company in your private capacity | • Research conducted at outside entities as part of a UF sponsored project or UF research funds  
• Collaborative UF research performed during official UF travel |                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
<p>| Classroom Materials                   | • Requiring your students to purchase classroom materials authored by you/your spouse, and for which you anticipate receiving income or anything of value | • Authoring a book you require your students to purchase and from which you receive copyright income | • Requiring your students to purchase classroom materials authored by you/your spouse, for which you do NOT receive anything of value |</p>
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| Intellectual Property (IP) Income | - 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 | - Receiving licensing fees in excess of $5,000 annually from technology you developed at another institution | - Any IP income not related to your UF expertise  
- IP income of less than $5,000 annually from an outside entity  
- Any IP income from UF |
| Legal Consulting/Expert Witness  | - Providing professional consulting services as an expert witness on a legal matter such as a lawsuit or potential lawsuit | - Giving an expert opinion on any legal matter, including pre-suit  
- Appearing in court as an expert witness | - Testifying in a case as a witness (i.e. not an expert witness) |
| Professional Services            | - Providing paid or unpaid professional services related to your UF expertise | - Consulting for an outside entity in any capacity, e.g. educational, technical, clinical, etc.  
- Serving on an advisory board for an external entity  
- Reviewing proposals for international agencies | - Volunteering or community service activities e.g. youth sports coaching, church volunteering, etc.  
- Outside employment unrelated to your UF expertise  
- Serving as an external thesis/dissertation committee member  
- Speaking at academic conferences while representing UF (even if receiving an honorarium)  
- Reviewing grant proposals for US government or US non-profit agencies  
- Any professional activities reasonably considered by your supervisor to be part of your UF job |
| Leadership Roles                 | - 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 | - Senior leadership role such as CEO, COO, or serving on Board of Directors of a professional society  
- Serving as president of a startup company related to your UF expertise | - Leadership roles unrelated to your UF expertise (for an entity that does NOT do business with UF per Management category listed above). |