



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
OFFICE OF THE GOVERNOR
LANSING

JOHN D. CHERRY, JR.
LT. GOVERNOR

Appointments Questionnaire

For the following questions, all "yes" answers require detailed responses. Use a separate sheet if necessary. Please return this questionnaire to the Office of the Governor, Attention Appointments Division, 111 South Capitol Avenue, Lansing, MI 48909; by email to appoint@michigan.gov; or by fax at (517) 335-7899.

- 1) MILITARY SERVICE List rank, date and type of discharge from active service: _____

- 2) DISCHARGE Were you discharged from military service under honorable conditions? (If your discharge was changed to "honorable" or "general" by a Discharge Review Board, answer *yes*. If you received a clemency discharge, answer *no*. YES _____ NO _____
- 3) ARE YOU A MEMBER OF THE RESERVES OR NATIONAL GUARD? YES _____ NO _____
If yes, date obligation ends: _____
- 4) GOVERNMENT EXPERIENCE List on a separate sheet any experience in, or association with local, state, or Federal government (exclusive of elective public office but including advisory, consultative, honorary, or other part-time or service positions), with dates of service.
- 5) ELECTIVE PUBLIC OFFICE List on a separate sheet all elective public offices sought and held with dates of service.
- 6) HONORS AND AWARDS List on a separate sheet all scholarships, fellowships, honorary degrees, honorary society memberships, and other special recognitions for outstanding service or achievements.
- 7) ORGANIZATIONAL RESTRICTIONS To your knowledge, does any organization to which you belong or have belonged exclude persons on the basis of race, color, religion, sex, national origin, handicap, marital status, height, weight, arrests or veteran status? If yes, please describe.
YES _____ NO _____
- 8) ISSUES Have you ever been publicly identified, in person or by organizational membership, with a particularly controversial national or local issue? If yes, please describe.
YES _____ NO _____
- 9) SUBMISSION OF VIEWS Have you ever submitted oral or written views to any governmental authority, whether executive or legislative, or to the news media on any particularly controversial issue other than in an official governmental capacity? If yes, please describe. YES _____ NO _____
- 10) ASSOCIATIONS Have you ever had any association with any person, group or business venture that could be used, even unfairly, to impugn or attack your character and qualifications for the position to which you seek to be appointed? If yes, please describe. YES _____ NO _____

- 11) OPPOSITION Do you know of any person or group who might take overt or covert steps to attack, even unfairly, your appointment? If yes, please identify and explain the basis for the potential attack on a separate sheet. YES _____ NO _____
- 12) MISCELLANEOUS List on a separate sheet any factors, other than the information provided above, which particularly qualify you or are relevant to the position to which you seek to be appointed. Include any special skills.

CONFLICTS OF INTEREST: (For the following questions, all "yes" answers require detailed responses. Use a separate sheet if necessary.)

- 13) RELATIONSHIP TO GOVERNMENTAL EMPLOYEES Are you, your spouse or partner, any member of your household or other close family members related to any state government official or employee? If yes, please provide details. YES _____ NO _____
- 14) COMPENSATION During the past five years have you, your spouse or partner, any member of your household or other close family members received any compensation or been involved in any financial transaction with the State of Michigan? If yes, please explain. YES _____ NO _____
- 15) BUSINESS RELATIONSHIPS Describe, on a separate sheet, any business relationship, dealing or financial transaction which you have had during the last five years, whether for yourself, on behalf of a client, or acting as an agent which you believe may constitute an appearance of impropriety or resulting in a potential conflict of interest in the position to which you want to be appointed. If none, please state. _____
- 16) TRANSACTION WITH OFFICIALS During the past five years, have you, your spouse or partner, any member of your household or other close family members received any compensation or been involved in any financial transaction with any state government official? If yes, please explain.
YES _____ NO _____
- 17) AFFINITY RELATIONSHIPS If the nature of employment for your spouse or partner, any member of your household or other close family members is related in any way to the position to which you seek to be appointed, please indicate the employer, the position and the length of time it has been held.
YES _____ NO _____
- 18) LOBBYING ACTIVITIES Describe briefly on a separate sheet, any lobbying activity during the past ten years in which you have engaged for the purpose of influencing the passage, defeat or modification of any legislative or administrative action. Describe briefly any lobbying activity during the last ten years in which your spouse or partner has engaged for the purpose of influencing the passage, defeat or modification of any legislative or administrative action that is related in any way to the position to which you seek to be appointed. ("Lobbying activity" includes any activity performed as an individual or agent of another individual or of any organization that involves direct communication with an official in the executive branch of state government, or an official in the legislative branch of government.)
- 19) REGULATED ACTIVITIES Describe on a separate sheet any interest which you, your spouse or partner, any member of your household or other close family members may have (whether as an officer, owner, director, trustee or partner) in any corporation, firm, partnership, or other business enterprise and any non-profit organization or other institution that is regulated by or receives direct financial benefits from any department or agency of the State of Michigan. If none, please state. _____
- 20) OTHER Please describe on a separate sheet any other matter in which you are involved that is, or may be, incompatible or in conflict with the discharge of the duties of the position to which you seek to be appointed or which may impair or tend to impair your independence of judgment or action in the performance of the duties of that position. If there is no matter, please state. _____

ETHICAL MATTERS: (For the following questions, all "yes" answers require detailed responses. Use a separate sheet if necessary.)

- 21) CITATIONS Have you ever been cited for a breach of ethics for unprofessional conduct, or been named in a complaint to any court, administrative agency, professional association, disciplinary committee, or other professional group? If yes, please provide details. YES _____ NO _____
- 22) INVESTIGATION
- a. Are you currently under or have you ever been under investigation by a government or law enforcement agency for actions that may or could have resulted in criminal charges being filed against you? YES _____ NO _____
- b. Have you ever had any contact with a law enforcement agency resulting in a police report being generated but no charges being filed? YES _____ NO _____
If yes to 22a or 22b, please provide information indicating the nature of the incident, the time, location, and resolution of the matter.
- 23) CONVICTION Have you ever been convicted of or entered a plea of guilty or nolo contendere or forfeited collateral for any criminal violation other than a minor traffic offense? (Minor traffic offenses do not include the Michigan offenses of operating under the influence of liquor, operating while impaired, reckless driving or the equivalent offenses in other states.) If yes, please explain.
YES _____ NO _____
- 24) CURRENT CHARGES Are you now under charges for any violation of law? If yes, please provide details.
YES _____ NO _____
- 25) U.S. MILITARY CONVICTIONS Have you ever been convicted by any military court? If yes, please provide details. YES _____ NO _____
- 26) IMPRISONMENT Have you ever been imprisoned, on probation, or on parole? If yes, please provide details. YES _____ NO _____
- 27) AGENCY PROCEEDINGS: CIVIL LITIGATION Are you presently, or have you ever been a party of interest in any administrative agency proceeding or civil litigation, including any action regarding a professional license? If yes, please provide details. YES _____ NO _____
- 28) AGENCY PROCEEDINGS AND CIVIL LITIGATION OF AFFILIATES AND FAMILY Has any business in which you, your spouse or partner, any member of your household or other close family members or business associate are or were an officer, director or partner been a party to any administrative agency proceeding or civil litigation relevant to the position to which you seek to be appointed? If yes, please provide details. (With respect to this question, you need only consider proceedings and litigation that occurred while you, your spouse, close family member or business associate were an officer of that business.)
YES _____ NO _____
- 29) OTHER LITIGATION Other than the litigation described above, have you or any business in which you are or were an officer, director or partner been a plaintiff or a defendant in a civil lawsuit? If yes, please describe. Is anyone currently threatening to sue you or any business in which you are an officer, director or partner? If yes, please describe. YES _____ NO _____
- 30) DRIVER'S LICENSE Has your driver's license ever been suspended or revoked? If yes, please describe.
YES _____ NO _____
- 31) PARKING TICKETS AND TRAFFIC VIOLATIONS Do you have outstanding tickets from any jurisdiction in Michigan that have remained unpaid for more than 30 days? If yes, please explain.
YES _____ NO _____

- 32) SECURITY CLEARANCE DENIAL Have you ever been denied a military or other governmental security clearance? If yes, please explain. YES _____ NO _____
- 33) FIRINGS During the last ten years, have you ever been fired from a job for any reason? Did you quit after being told you would be fired, or did you leave by mutual agreement because of specific problems? If yes, please provide details. YES _____ NO _____
- 34) ALIMONY AND CHILD SUPPORT If you are divorced or separated are you now, or have you ever been delinquent in the payment of alimony or child support? If yes, please provide details.
YES _____ NO _____
- 35) MEDICATION Are you required to use any form of medication that might affect your performance or affect your ability to perform the duties of the position to which you seek to be appointed? If yes, please describe. YES _____ NO _____
- 36) DRUG TEST Will you take a drug test and make the results available? YES _____ NO _____
- 37) OTHER Please provide any additional information, favorable or unfavorable, which you feel should be considered in connection with your appointment.

FINANCIAL MATTERS: (For the following questions, all "yes" answers require detailed responses. Use a separate sheet if necessary.)

- 38) BANKRUPTCIES Have you, your spouse, or other close family members or any corporation, firm, partnership, other business enterprise, non-profit organization or other institution in which you, your spouse, or other close family members have served as an officer, owner, director, trustee, or partner (a) filed a petition for bankruptcy under the U.S. Bankruptcy Code, (b) been adjudicated as bankrupt under the U.S. Bankruptcy Code, or (c) been the subject of a formal or information receivership? If yes, please describe on a separate sheet of paper. YES _____ NO _____
- 39) DELINQUENCIES Are you delinquent on any federal, state, or local debt? (Include delinquencies for income, property, or other taxes, governmental loans, overpayment of benefits, required payments into or under governmental programs, and other debts or required payments to the government plus any defaults on or under loans which are or were guaranteed, insured, or subsidized by any unit of government.) If yes, please provide details on a separate sheet of paper.
YES _____ NO _____
- 40) DEFAULTS Are you or your spouse or partner now in default on any loan, debt or other financial obligation? Have you or your spouse been in default on any loan, debt or other financial obligation in the past five years? If the answer to either question is yes, please provide details on a separate sheet of paper. YES _____ NO _____

OPTIONAL INFORMATION: *The following questions are designed to elicit information that will be used to assure that there is maximum diversity in the appointments that are made in the Administration. Responses by applicants are purely voluntary and no applicant should feel obliged to provide responses to any of the questions designated as optional.*

GENDER: _____ ETHNIC HERITAGE: _____

PERSON WITH A DISABILITY: ____YES ____NO DISABILITY CHARACTERISTIC(S): _____

POLITICAL AFFILIATION: (some commissions require bipartisan representation) Do you consider yourself to be a Democrat, Republican, or Independent? _____

In addition, on a separate sheet, list all work or other experience you have had with a political party or candidate committee, whether paid or as a volunteer, in the last four years. If none, please state. _____

CERTIFICATION

I, _____ (please print name), certify that all statements and representations provided in this statement and on accompanying materials and resume are, to the best of my knowledge, true and accurate.

Signature _____ Dated _____

Board or Commission Name: _____