

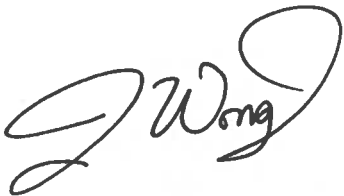
**DISCLOSURE BY STATE EMPLOYEE OF FINANCIAL INTEREST IN A STATE CONTRACT
AND CERTIFICATION BY HEAD OF CONTRACTING AGENCY
AS REQUIRED BY G. L. c. 268A, § 7(b)**

RECEIVED
STATE ETHICS COMMISSION

	STATE EMPLOYEE INFORMATION
Name of state employee:	Jessica Wong
Title/ Position	Program Director
Fill in this box if it applies to you.	If you are a state employee because a state agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Asian American Commission
Agency Address	1 Ashburton Place Boston, MA 02108
Office phone:	617-939-1569
Office e-mail:	jwong@aacommission.org
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a state employee.	2/1/2019
BOX # 1	ELECTED, COMPENSATED STATE EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am an elected, compensated state employee, other than a state Senator or a state Representative.
Write an X beside your financial interest.	<p><input type="checkbox"/> STATEMENT #1: I had one of the following financial interests in a contract made by a state agency before I was elected to my compensated state employee position. I will continue to have this financial interest in a state contract. OR</p> <p><input type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a state agency.</p> <p>My financial interest in a state contract is:</p> <p><input type="checkbox"/> I have a non-elected, compensated state employee position.</p> <p><input type="checkbox"/> A state agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a state agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a state agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the state has contracted for my services in particular.</p>
BOX # 2	NON-ELECTED, COMPENSATED STATE EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am a non-elected, compensated state employee.
	<input type="checkbox"/> STATEMENT #1: I had one of the following financial interests in a contract made by a state agency before I took a position as a non-elected state employee. I will continue to have this financial interest in a state contract.

	<p>-Working with the Grants Team, maintain and update online application and final reporting process and develop basic reports and templates for the applicants/grantees to use.</p> <p>-Ensure submitted materials meet eligibility requirements.</p> <p>-Generate reports about overall program participation and activities.</p> <p>-Coordinate training and provide counseling for participating organizations on best practices in customer service, outreach, and effective communications.</p>
FILL IN THIS BOX OR THE BOX ABOVE	<p>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE STATE AND ANOTHER PERSON OR ENTITY.</p> <ul style="list-style-type: none"> - Please identify the person or entity that has the contract with the state agency. - What is your relationship to the person or entity? - What is the contract for?
What is your financial interest in the state contract?	<p>- Please explain the financial interest and include the dollar amount if you know it. Up to \$20,000 maximum, no more than 500 hours in the calendar year.</p>
Date when you acquired a financial interest	10/25/21
What is the financial interest of your immediate family?	<p>- Please explain the financial interest and include the dollar amount if you know it.</p> <p>N/A</p>
Date when your immediate family acquired a financial interest	N/A
Write an X to confirm each statement.	<p>FOR A CONTRACT FOR PERSONAL SERVICES –</p> <p>Answer the questions in this box ONLY if you will have a contract for personal services with a state agency (i.e., you will do work directly for the contracting agency).</p> <p>I will have a contract with a state agency to provide personal services.</p> <p><u> X </u> The services will be provided outside my normal working hours as a state employee.</p> <p><u> X </u> The services are not required as part of my regular duties as a state employee.</p> <p><u> X </u> For these services, I will be compensated for not more than 500 hours during a calendar year.</p>

<p>Write an X beside your financial interest.</p>	<p>My financial interest in a state contract is:</p> <p><input type="checkbox"/> A state agency has a contract with me, but not an employment contract.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a state agency has with another person or an entity, such as a company or organization.</p> <p>-- OR --</p> <p><input checked="" type="checkbox"/> STATEMENT # 2: I will have a new financial interest in a contract made by a state agency.</p> <p>My financial interest in a state contract is:</p> <p><input checked="" type="checkbox"/> I have a non-elected, compensated state employee position.</p> <p><input type="checkbox"/> A state agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a state agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a state agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the state has contracted for my services in particular.</p>
<p>Name and address of state agency that made the contract</p>	<p>FINANCIAL INTEREST IN A STATE CONTRACT</p> <p>Mass Cultural Council 10 St. James Avenue, 3rd Floor Boston, MA 02116-3803</p>
<p>Please put in an X to confirm these facts.</p>	<p>"My State Agency" is the state agency that I serve as a state employee.</p> <p>The "contracting agency" is the state agency that made the contract.</p> <p><input checked="" type="checkbox"/> My State Agency is not the contracting agency.</p> <p><input checked="" type="checkbox"/> My State Agency does not regulate the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> In my work for my State Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> The contract was made after public notice or through competitive bidding.</p>
<p>FILL IN THIS BOX OR THE BOX BELOW</p>	<p>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE STATE AND YOU.</p> <ul style="list-style-type: none"> - Help identify AAPI cultural organizations eligible for the program and coordinate outreach efforts to reach potential applicants. - Lead implementation of program guidelines, in coordination with the Program Manager and senior staff at the Mass Cultural Council. - Coordinate and monitor all aspects of program administration including application processing, recruitment of participants, and submission of final reports. - Respond to inquiries from program participants, potential participants, and the general public. <p>-Work with the Public Affairs Director to provide updates on key program milestones for the legislative proponents of this earmark, including the House Asian Caucus.</p>

Employee signature:	
Date:	10/25/21

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with:

**State Ethics Commission
One Ashburton Place, Room 619
Boston, MA 02108**


SEE CERTIFICATION REQUIRED FOR PERSONAL SERVICES POSITIONS, BELOW.

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

If you are reporting a financial interest in a contract for personal services with a state agency, then in addition to completing the disclosure above, you also must file the certificate below signed by the head of the contracting agency.

RECEIVED
STATE ETHICS COMMISSION
2021 OCT 28 AM 10:27

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

	INFORMATION ABOUT HEAD OF CONTRACTING AGENCY
Name:	Michael J. Bobbitt
Title/ Position	Executive Director
State Agency:	Mass Cultural Council
Agency Address:	10 St James Ave, 3d Fl Boston MA 02116
Office Phone:	617-858-2728
	CERTIFICATION
	I have received a disclosure under G.L. c. 268A, § 7(b) from a state employee who seeks to provide personal services to my state agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	10-25-2021

Attach additional pages if necessary.

File disclosure and certification with:

**State Ethics Commission
One Ashburton Place, Room 619
Boston, MA 02108**