

INDEPENDENT MEDICAL EDUCATION GRANTS

Mission

IBA Molecular North America, Inc. (IBA) is committed to supporting education through independent educational activities with an overlying goal of improving the quality of life for patients and reducing the gap in medical knowledge for both medical professionals and lay persons. Accordingly, IBA may provide funds to support qualified medical/scientific educational programs that enhance and provide meaningful improvements to patient care and provide valuable information to the medical community.

IBA has prepared this information to assist educational providers in preparing grant requests for submission to our organization.

IBA adheres to a strict policy governing independent education activities. Our policy is based on guidelines set by government agencies (e.g. FDA, OIG), accrediting organizations (e.g. ACCME), industry (e.g. PhRMA), and medical associations (e.g. AMA). One of the goals of our policy is to ensure that the accredited and other educational provider retains all control governing the program, and IBA specifically does not exercise any direct or indirect influence over any aspect of an independent educational program or activity.

Compliance: Submitted grants must be in compliance with the following guidelines and guidance:

- Office of Inspector General (OIG) Compliance Guidance for Pharmaceutical Manufacturers
- Accreditation Council for Continuing Medical Education (ACCME) Standards for Commercial Support of Educational Programs
- Pharmaceutical Research and Manufacturers Association (PhRMA) Code on Interactions with Healthcare Professionals
- Food and Drug Administration (FDA) Guidance on Industry Supported Scientific and Educational Activities
- American Medical Association (AMA) Guidelines on Continuing Medical Education
- American Medical Association (AMA) Ethical Guidelines for Gifts to Physicians from Industry
- IBA internal company policies and guidelines
- Applicable State or Local laws and guidelines
- Other relevant guidelines and regulations

Areas of Interest: At the present time IBA is primarily interested in funding educational programs in the following specific areas of interest:

- New and Existing Diagnostic Approaches to patients with a Renal Mass
- PET/CT Imaging agents in development for Renal Cell Cancer
- PET/CT Imaging in patients with Non-Hodgkin's Lymphoma
- PET/CT Imaging in patients with Lung Cancer
- PET/CT Imaging in patients with Breast Cancer
- Sodium Fluoride PET/CT Bone Scan Imaging

Grant Consideration: Types of grants considered

1. Independent medical education grants that either improve patient care or provide valuable information to the medical community will be considered. Accredited CME programs are preferred. The purpose for the grant must be designated in a formal letter of request and that designated purpose is the only one for which the grant funds may be used. Events such as patient/consumer education programs or educational activities for professional healthcare providers typically fall within these guidelines. Grant requests must demonstrate the ability to meet educational needs of the target audience or encourage the improvement of patient outcomes.
2. Healthcare professional education (priority will be given to accredited programs)
 - Enduring programs, publications and materials of all types (audio, print, web, video, etc.)
 - Sponsorships
 - Live symposia/satellite symposia
 - Live web-based programs

- Patient advocacy and consumer education (e.g., disease-state education and awareness, screenings, camps, etc.)
- Seminars/presentations

Grant approvals are not connected to or conditioned upon the purchasing, prescribing, providing favorable recommendations for, or otherwise supporting IBA products.

Prohibited Grants: Grant requests will not be considered if they are for:

- Activities intended to influence, develop a relationship with, or reward any grant recipient, individual or entity with respect to the purchase, prescription, recommendation or formulary placement of any IBA product or service
- Requests outside IBA's educational areas of interest
- Retroactive support, including enduring materials
- Travel, lodging, or registration expenses for non-faculty healthcare professionals to attend an educational program
- Promotional expenses
- Exhibit and Display Fees: Requests for program exhibit and display fees should be forwarded to your local IBA Account Executive as these are generally promotional in nature.
- Stand alone entertainment or social events
- Capital campaigns/Building funds
- Textbooks and journal subscriptions
- Normal organizational general capital or operating expenses (e.g., office equipment/staff, computer hardware/software medical library resources, etc.)
- Reimbursement for physicians, staff or other attendees for the cost of obtaining CE credits
- Payment to attendees in any form for their attendance or travel expenses for attending programs (including parking, mileage, etc.)
- Charitable fundraising events and charitable contributions. If you are a 501(c)3 organization seeking support, forward an e-mail message to EducationalGrants@IBA-Group.com..

Under no circumstances may a grant be offered or provided with the intent of, directly or indirectly:

- Influencing, developing a relationship with, or rewarding any grant recipient, individual or entity with respect to the purchase, prescription, recommendation or formulary placement of any IBA product or service
- Promoting an IBA product or service
- Paying for travel, housing expenses, entertainment, recreational expenses or time spent for attendees at educational events. The exceptions are medical students, residents, or fellows in which the grant permits individuals selected by the academic or training institution receiving the grant to attend major educational, scientific, or policy-making meetings of national, regional, or specialty medical associations. The individuals are not attending the event solely for the purpose of making or attending presentations relating to IBA products and presentations relating to IBA products are not the only presentations at the event. IBA has no direct or indirect role in the selection of the attendees.

Criteria: Criteria and considerations for awarding grants are based on supporting the most effective programs that best address educational shortcomings in a cost-effective manner. Criteria considered include the following:

- Availability of funds
- Educational Organization and Activity's track record of achieving educational objectives
- Efficient use of funds
- Assessed potential of the Educational Activity to achieve the stated educational objectives
- Activity's needs assessment is well-developed, current, and clearly identifies the relevant educational gaps. On large scale events, such as CME, it references document sources and reflects current clinical issues

- The activity's learning objectives are clearly defined, realistic and aligned with the needs assessment. The learning objectives should also be measurable and tied to outcomes measurements
- Promotes excellence in patient care
- Meets accreditors' guidelines related to content, venue, etc.
- Meeting format is efficient and effective for the target audience.
- Alignment with IBA's educational areas of interest
- Budget provided with line item details
- Ability to most effectively reach and educate the target audience
- Agenda has sufficient details and is consistent with the learning objectives of the activity
- The activity is assessed to be scientifically rigorous, balanced and unbiased
- Target audience is clearly identified
- All prerequisite forms are complete; incomplete requests will be rejected
- Provider has a reputation for presenting effective, scientifically-rigorous and accurate activities in the relevant therapeutic area. Provider's past activities have been well-executed, well-attended by the target audience and have been highly rated by participants
- Provider has a documented history of compliance with industry standards (ACCME, AMA, OIG, PhRMA, etc.)

Eligible Organizations include the following:

- Not-for-profit institutions, organizations, associations, foundations, and professional societies whose mission includes public health education
- Providers of medical or scientific education
- Hospitals and academic institutions whose mission includes public health education
- Other qualified entities that engage in public health education and that may be approved on a case-by-case basis

Prohibited Organizations include the following:

- Any individual
- Any physician or physician practice or group or affiliate thereof
- Applicants who have received past grant funding and have not provided required budget reconciliation or have not returned unused funds for a program
- Debarred institutions or groups, including organizations or their employees on probation with the ACCME, or on the OIG exclusion list; faculty debarred from a federal healthcare program or on the OIG exclusion list

Forms & Document Requirements:

- Grant Request Form (downloadable)
- W-9 (downloadable)
- Cover letter to include as applicable:
 - Description of Activity or Initiative
 - Overview of learning objectives
 - Delivery format
 - Amount of Request
 - Budget for program/project
 - Detailed line-item budget for the entire program
 - Needs assessment summary (if CME event)
 - Learning objectives for program/project
 - Agenda for program/project
- Letter of Agreement (if grant is approved)
- Reconciliation Report due 60 days after event, if grant is approved
- If your request is for \$25,000 or more then you will also be required to submit:
 - Comprehensive Needs Assessment
 - Detailed learning objectives that explain how the program will satisfy the stated need

- Implementation Plan
- Project Status (if grant is approved, large or enduring CME activities should include updates on proposed implementation timelines, updates on major milestones such as announcement mailings, faculty recruitment, updates in content development or site locations and for web based projects design update and testing status.)

Submission: Each year we receive more grants that we can accommodate and therefore take care that each request will receive a fair review. Prior to submitting your request please review your request to ensure that it fits within our guidelines and therapeutic focus.

Grants Requests should be received at least 60 days prior to event to insure adequate time for review and processing

Submit complete grants documentation to the IBA Educational Grant Committee via:

Email: EducationalGrants@IBA-Group.com

Mail: IBA Molecular North America, Inc.
Attn: Educational Grant Committee c/o Todd Bejian
21000 Atlantic Blvd., Suite 730
Dulles, VA 20166

Grant Flow: Within a few days of receipt of a complete grant package, an acknowledgement notice with a grant tracking number will be emailed. It is important for all future communication to reference the tracking number assigned. In accordance with OIG guidelines, Account Executives and marketing contacts will not have access to this information.

- Any questions or concerns regarding the status of your request should be directed to the Grants Coordinator at EducationalGrants@IBA-Group.com.
- Review of your grant submission by the Grants Review Committee will be completed within 30 days after receipt of a complete grants package.
- A second letter advising ability or inability to support and the amount approved will be issued soon after the Grant Review Committee has met.
- Please do not consider any request approved until you have received written documentation from the grant coordinator.
- A letter of agreement will be issued once the grant is approved.
- Upon receipt of an executed letter of agreement payment instructions will be sent to our A/P department for processing.
- All grant recipients must submit a follow up report within 60 days after the event.
- All multiyear or enduring CME Grants over \$50,000.00 must submit updates.

IBA Molecular North America, Inc. Educational Grant Request Application

IBA Molecular North America, Inc is committed to funding high quality educational activities and materials in the therapeutic areas of interest to IBA that have the potential to improve patient care and health outcomes. The purpose of an educational grant is to support an activity that encourages an educational interchange with respect to available scientific and medical information. Educational activities may or may not be accredited. Requests are reviewed for educational merit, audience scope, compliance with legal, ethical and professional obligations, and fiscal responsibility.

Full legal name of requesting organization/institution ('Institution'):				
Street Address:				
City:		State:		Zip:
Phone:		Fax:		Email:
Tax ID Number:				
Name of person at organization responsible for the grant:				
Street Address:				
City:		State:		Zip:
Phone:		Fax:		Email:
Relationship to requesting organization:				
Name and description of program/event (attach agenda/brochure):				
Proposed date and location of the program/event:				
Description of educational purpose/learning objectives and how grant monies will be used:				
Speakers Names and Credentials				
Target audience and projected number of participants				
Sponsorship Entitlements:				
Speaker Opportunities:		<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide further information on including speakers within the program from IBA.		
Is this a certified activity		<input type="checkbox"/> Yes <input type="checkbox"/> No	Accreditation Type, # Hours (both Live and Enduring, as applicable)	
Identification of the CME/CE provider, if applicable:				
Amount Requested:				
Due Date:				
Name and address to which the check should be made payable and mailed if your request is approved:				
Please attach the following: Completed IRS Form W-9 for the payee (www.irs.gov) Program Budget Supporting material, such as Institution's request letter with program specifics.				

To the Institution: Please read the following and sign below.

1. The Institution is under no obligation to support IBA Molecular North America, Inc. or its affiliates ("IBA") or purchase, use, prescribe, recommend, or otherwise influence the sale of IBA products.
2. The Institution shall have full control over educational program content and/or materials. IBA personnel shall not be involved in the selection of topics, speakers, attendees, materials or otherwise influence the program content or charitable event. Upon written request from the Institution, IBA may provide technical assistance or suggestions on general topics and speakers.
3. All program invitations and materials must include a disclosure of grant funding (e.g., "This program is made possible through an educational grant from IBA Molecular North America, Inc.") When applicable, any significant relationship between a speaker and IBA must be disclosed during the program as well as any discussions relating to a use that has not been approved by the U.S. Food and Drug Administration.
4. All activities are in compliance with and reflect the requirements and mandates of the Office of the Inspector General Guidance, the Accreditation Council for Continuing Medical Education Guidelines and the PhRMA Code on Interactions with Healthcare Professionals.
5. Payment will be made to the Institution only and not an individual party. Please retain a copy of this form for your records.
6. IBA may, at its sole discretion, withdraw grant funding or any portion of grant funding upon written notice to the Institution.

Agreed and Accepted by Institution:

Signed: _____ Date: _____

Name: _____ Title: _____

Authorized Institution Representative