

The Lilly Grant Office [LGO] is aware of the growing need for support. Many more requests are received than can be funded, and we regret that we cannot accommodate every request.

You can be assured that your request will receive a fair review. In return, please take the time to consider how your program fits within the guidelines before a request is submitted.

What documentation is required for registration and grant application submission?

The following documents must be submitted as part of registration and grant request application before a request can be reviewed

Registration

- W-9 domestic U.S. and Puerto Rico
- W-8BEN international
- IRS tax determination letter, if applicable
- Lilly Anti-Corruption Assessment Form - if applicable international
- Lilly W-9 Supplemental Puerto Rico

Grant Request

- Completed online application
- Program detail including a description of how the funding will be used
- Detailed line item budget
- Program agenda
- Learning objectives

Failure to provide this completed information at least 30 days prior to the event date will result in the request not being processed.

How long will it take for the LGO to review my grant?

- Review times vary from grant to grant; however, the general guidance is 45 days. You can assist with minimizing the review timeline by providing complete and accurate documentation in a timely manner.
- The evaluation committee will thoroughly review each request within 45 days of receiving a completed application and all required documentation. **The 45-day review period does not start until the notification referenced in the next section is sent.**

How do I check the status of my grant request or payment?

- You may check the grant request status by logging into the online grant application portal and reviewing your Welcome page. In keeping with the spirit of the U.S. OIG guidance, your Lilly contact will not have access to this information.
- Upon submission of a completed application and all required documentation, the requestor will receive notification via email, stating all documentation has been received and is being forwarded to the evaluation committee. If you do not receive this communication, please contact us at grantinfo@lillygrantoffice.com.
- The requestor will receive an email notification from the LGO of the grant committee's decision. Please note, if you submitted an application 4-6 weeks prior to your event date, this notification of approval or denial may be received close to the date of the event.
- Please do not consider any request approved until receiving written documentation from the LGO approving your grant request.

For more information, please visit us at www.LillyGrantOffice.com.

The Lilly Grant Process

Revised March 2009

www.LillyGrantOffice.com

The mission of the Lilly Grant Office

Lilly USA, LLC (Lilly) strives to create and deliver innovative medicines that enable people to live longer, healthier, and more active lives.

As a component of this goal, Lilly is committed to supporting projects that promote excellence in patient care and valuable information to the medical community.

“Manufacturers should separate their grant making functions from their sales and marketing functions...

The manufacturer should have no control over the speaker or the content of the educational presentation.

–2003 OIG Compliance Guidance

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Lilly appreciates requests centered around strong educational needs and objectives. While we understand the need may arise for conference space, food and various meeting locations, these should be modest in nature and

not detract from or interfere with the educational portion of the program. Lilly will not sponsor any entertainment or outside activities, as the primary purpose of any CME program should be the education itself.

What types of programs are within the scope of the Lilly Grant Office (LGO) and will be considered for funding?

As a commitment to improving patient care and providing valuable information to the medical and broader healthcare community, Lilly will only be accepting the following grant requests:

- Healthcare professional education
(Priority will be given to accredited programs)
- Patient advocacy and Consumer education programs
(e.g., disease-state education and awareness, screenings, camps, etc.)

Funding may be requested in the form of charitable contributions, or support for an educational program, scientific awards or select fellowships.

In order to provide transparency of our educational grant funding and charitable contributions, Lilly will disclose all grant funding made to U.S.-based organizations via the Lilly Grant Office website. The disclosure will include the names of every organization receiving funding from Lilly in each quarter, including the grant amount and program description.

What are the criteria used to determine funding?

As general guidance for submission for grant requests, please note that Lilly considers many factors including:

- Promotes excellence in patient care
- Meets accreditor’s guidelines related to content, venue, etc.
- Conducive to an effective and efficient meeting format
- Ability to educate the broadest healthcare professional target audience at appropriate/reasonable cost

In which therapeutic areas of interest will Lilly accept grant requests?

The focus of the LGO will be on healthcare-related activities, including patient education and advocacy, in the following therapeutic areas:

- Cardiovascular
- Growth Disorders
- Oncology
- Critical Care
- Male Urology
- Osteoporosis
- Diabetes
- Neuroscience

For a more detailed listing of CME/CE areas of interest, please visit our website.

Does previous support of a program by Lilly guarantee future support?

- No. The grant funding process is very competitive. Each grant is evaluated on its individual merit relative to other grant requests. Please do not consider any request approved until you have received written documentation from the LGO approving your grant request.

May I request an “unrestricted educational grant” from Lilly?

- Lilly will not have control over the content of programs; however, Lilly does not provide “unrestricted grants.” The purpose for the grant must be designated in the grant request application and that designated purpose is the only one for which the grant funds may be used.

What items are generally outside the scope of the Lilly Grant Office?

- Grants to individuals or group practices
- Clinical grants, including Investigator Initiated Trials (Call 1-800-CT-Lilly, 285-4559, for these requests)
- Personal travel
- Capital campaigns/Building funds
- Website development not associated with an accredited educational program
- Service contracts
- Religious programs
- Entertainment (e.g., class reunions, retirement dinners, etc.)
- General capital or operating expenses (e.g., office equipment/staff, computer hardware/software, medical library resources, etc.)
- Textbooks and journal subscriptions
- Advertising, exhibit, and display fees (Fees for these events should be forwarded to your Lilly contact or marketing team contact as they are promotional in nature.)
- Mass media productions not associated with educational content (e.g., CD-ROMS, webcasts, journal supplements, etc.)
- Personal development (e.g., individual leadership training)
- Travel fellowships for healthcare professionals (HCPs)

How do I submit a grant request to Lilly?

- Access the Lilly Grant Office (LGO) website via the following link: <https://www.lillygrantoffice.com>
- Review the grant guidelines and grant process before initiating a grant request.
- Create a log-in ID and register your organization. Upon receipt of a registration confirmation, you may submit a grant request.
- If your event date is less than 30 days from the submission of a complete application (including all supporting documentation), your grant request will not be accepted or processed.
- In the event you are unable to register or submit an application online, you may contact the Lilly Grant Office at 877-LillyGO (545-5946) for US applicants or 1-269-226-2738 for international applicants.

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