

CORDIS CORPORATION EDUCATIONAL GRANT GUIDELINES

Cordis Corporation is committed to the education of Healthcare Professionals and may provide educational grant support (monetary and/or product) to third-party educational conferences that further medical and scientific knowledge through didactic discourse and debate among participants. Cordis Corporation understands that by supporting education, patient outcomes are improved through procedural expertise, while clinical evidence is used to continually innovate and advance treatment. With a focus on education, Cordis Corporation works to expand the reach of vascular techniques and treatment for the millions of people with cardiovascular disease.

IMPORTANT INFORMATION

Please review these guidelines to learn more about Cordis Corporation's educational grant process, required forms needed when applying for an educational grant, and the therapeutic areas of interest for which grant applications are considered. Educational grants may be awarded to academic medical centers, hospitals, medical societies, professional associations or governmental agencies that sponsor and develop educational programs designed to meet the needs of Healthcare Professionals.

Prior to initiating the application process, please review the "Guidelines" section before proceeding to "Submit/View Request". Additional documentation may be required depending on the type of grant application. Review the required attachments listed under each grant type in the "Guidelines" section. PLEASE NOTE: Due to system requirements, incomplete applications will not be processed. There is no 'save' feature. You will not be able to save your work and return later. This site is for educational grant applications only. If you are a 501(c)(3) organization requesting support for a charitable event (e.g. gala, dinner, run, walk, fundraiser), please visit www.Cordis.com click on "Our Giving" then scroll down to the Charitable Contributions section to find the charitable contributions application.

Cordis Corporation has prepared this information to assist Educational Providers in preparing grant requests for submission to our organization. Cordis Corporation adheres to a strict policy governing independent education activity. Our policy is based on guidelines set by government agencies (e.g., FDA, OIG), accrediting organizations (e.g., ACCME, AAFP, ANCC, ACPE), industry (e.g., AdvaMed), and medical associations (e.g., AMA). One of the goals of our policy is to ensure that the Accredited Provider/Educational Provider retains all control governing the program, and Cordis Corporation does not exercise any direct or indirect influence over any aspect associated with an independent educational program or activity.

GUIDELINES AND REQUIREMENTS

A. TYPES OF EDUCATIONAL GRANTS

1. CE Grants
Independent medical educational programs/activities sponsored and developed by an academic medical center, hospital, medical society, professional association or government agency that is an accredited provider (e.g., accredited by ACCME, AAFP, ANCC, ACPE)
2. Non-CE Grants
 - a. Non-accredited independent educational programs/activities sponsored and developed by an academic medical center, hospital, medical society, professional association, government agency, or patient advocacy group, etc.
 - b. Development of patient and/or healthcare professional educational materials.
3. Fellowship Grants:
 - a. Grants are provided only to organizations that demonstrate a true need for financial support and have a bona fide selection committee to select the final recipient.
 - b. The organization has sole control over selection of the beneficiary.
 - c. In addition to completing the Educational Grant Application, a copy of program's core curriculum must be attached and Fellowship Grant Form must be completed.

B. ELIGIBILITY

Educational grants may be awarded to academic medical centers, hospitals, medical societies, professional associations or governmental agencies that sponsor and develop educational programs designed to meet the needs of Healthcare Professionals. See Exclusions section below.

C. GENERAL GUIDELINES

1. Educational grant request must contain ALL required completed forms.
2. Grant request must be submitted at least 8 weeks prior to the date of the event to ensure sufficient time for review.
3. Cordis Corporation reserves the right to deny requests not submitted, at minimum, 8 weeks prior to event date.
4. Faxed and U.S. mailed grant submissions are not accepted.
5. Only files types such as .doc, .xls, .pdf may be attached with grant submissions. We do not accept zipped files (.zip).
6. Grant is subject to rejection if information is incomplete or missing.
7. Financial support may be approved for less than the amount requested. If the grant is approved for less than the amount requested, the applicant is required to revise the budget template to reflect approved amount. Applicants will be expected to reconcile against the approved amount.
8. Receipt of a grant request by Cordis Corporation does not guarantee approval of grant request.
9. Grant requests that include sponsorship or exhibit will be rejected (this may be handled through a separate written agreement).
10. If the activity is certified for continuing education credits, the letter of request must be submitted by the accredited organization providing the credits/units. The letter must be submitted on the accredited CE Provider's official letterhead with signature. The educational grant, if awarded, will be made payable to the CE Provider unless otherwise specified in writing by CE Provider, authorizing payment to third party.
11. Does not support funding requests from commercial organizations or Medical Education Communication Companies (MECC).
12. Organizations must submit a signed W9 Form along with their request.
13. Should Cordis Corporation request additional information, the Grant ID number must be included in the respondent's subject line of the e-mail.
14. For identification purposes, the requester's e-mail address that was provided with the original grant submission must also be provided in the email.
15. Each educational grant request must contain a statement of how disclosure of financial support will be made to program participants. Cordis Corporation's recommended statement is: "Supported by an educational grant from Cordis Corporation."

Upon Successful Submission of an Educational Grant Request, Cordis Corporation will:

1. Provide a Grant ID number in a confirmation receipt immediately after the grant application is received. If you do not receive a confirmation receipt with the grant ID number, please contact the [Ethics and Compliance department](#).
2. Notify the contact person from the requesting organization regarding the status of the request (e.g., approved, denied, additional information required) within 8 weeks of receipt.
3. Contact the applicant if the grant is approved for less than the amount requested. The applicant is required to revise budget template to reflect approved amount. Applicants will be expected to reconcile against the approved amount.
4. E-mail a .pdf version of the Educational Grant Agreement (for approved grant requests) to the requesting organization for signature.
5. Company logo will be provided with Educational Grant Agreement, if grant approved.
6. E-mail a signed copy of the Educational Grant Agreement to the applicant for your records.

D. THERAPEUTIC AREAS OF INTEREST:

Interventional Treatment of Cardiovascular Disease

E. EXCLUSIONS

Educational Grants Cannot Be Used To Support:

1. Requests outside our therapeutic areas of interest
2. Promotional/Sponsorship activities or Exhibits related to products of Operating Companies. Contact Cordis Corporation's Marketing department at meetingsandconventions@cardinalhealth.com for such requests.
3. Development of treatment guidelines
4. Used to pay travel, lodging, conference expenses or honorarium for an applicant presenting a poster

- or paper
5. Normal organizational overhead expenses such as the purchase of computer equipment, staff training, etc.
 6. Charitable fundraising events and charitable contributions. If you are a 501(c)(3) organization requesting support for a charitable event, please visit www.Cordis.com click on "Our Giving" then under Charitable Contributions to find the charitable contributions application
 7. Reimbursement for physicians, staff or other attendees for the cost of obtaining CME credits
 8. Programs that have already occurred
 9. Programs that are in resort venues and/or with abbreviated daily agendas

F. INTERNATIONAL SUPPORT

This web based application process is not intended for non-U.S. events. Cordis Corporation's U.S. based franchise does not generally support international programs. However, if the attendees are predominantly US-based, we may consider an application on an exception basis.

G. GENERAL REQUIREMENTS

1. CE Grant Requests:
 - a. Completion of On-line Grant Application
 - b. Signed Letter of Request on organizational letterhead which includes:
 - i. Background information of organization requesting funds, to include description, mission, history, and ownership of organization
 - ii. Statement of event's educational purpose and objectives
 - iii. Statement of educational need for the proposed activity
 - iv. Program overview, date, location, and venue
 - v. Educational format of program
 - vi. Outcomes and/or evaluations from past programs
 - c. Statement of Accreditation to include # of hours/units
 - d. Program agenda and/or topics (confirmed or proposed)
 - e. Organizations must submit a signed W9 Form along with their request.
 - f. CE Provider Questionnaire Form
 - g. Copy of CE Provider's accreditation certificate
2. Non-CE Grant Requests:
 - a. Completion of On-line Grant Application
 - b. Signed Letter of Request on organizational letterhead which includes:
 - i. Background information of organization requesting funds, to include description, mission, history, and ownership of organization
 - ii. Statement of event's educational purpose and objectives
 - iii. Statement of educational need for the proposed activity
 - iv. Program overview, date, location, and venue
 - v. Educational format of program
 - vi. Outcomes and/or evaluations from past programs
 - c. Program agenda and/or topics (confirmed or proposed)
 - d. Signed W9 Form
3. Fellowship Grant Requests:
 - i. Completion of On-line Grant Application
 - ii. Fellowship Form
 - iii. Core Curriculum
4. Other Required Forms:
 - a. Copy of CE Provider's accreditation certificate (if applicable), must be attached by requestor.
 - b. Copy of 501(c)(3) letter (if applicable) must be attached by requestor.