

## For U.S Accredited Medical Education CME/CE Grant Requests

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## **For U.S Accredited Medical Education CME/CE Grant Requests & For International (Global) Grant Requests**

### **For U.S Accredited Medical Education CME/CE Grant Requests**

#### **Frequently Asked Questions:**

##### **What is the deadline to submit a CME/CE grant application?**

You MUST submit the completed accredited CME/CE application at least 45 days before the actual start date of the activity. Only complete applications submitted via the website will be considered for funding. Grant applications submitted less than 45 days before the activity start date will not be considered.

##### **What are the eligibility criteria for a CME/CE grant?**

Our company will accept CME/CE grant applications for independent accredited continuing education activities for physicians, nurses, pharmacists and other health professionals that meet ACCME or substantially similar standards (see list of currently recognized accrediting organizations below).

Activities that may be eligible for CME/CE grants include accredited CME/CE activities that take place within the United States, those that take place outside the United States but are subject to US-accrediting standards, and those that take place outside the United States but are being provided by a US-accredited provider. These educational activities may occur at professional society congresses/symposia, through medical universities, or through other independent third-party providers.

The following CE-accrediting organizations are currently recognized by company:

##### **Physicians**

ACCME (Accreditation Council for Continuing Medical Education)  
AAFP (American Academy of Family Physicians)  
AOA (American Osteopathic Association)

##### **Nurses**

AANP (American Academy of Nurse Practitioners)  
ANCC (American Nurses Credentialing Center)  
State Boards of Nursing

##### **Physician Assistants**

AAPA (American Academy of Physician Assistants)

##### **Optometrists**

COPE (Council on Optometric Practitioner Education)

**Pharmacists**

ACPE (Accreditation Council for Pharmacy Education)

**Podiatrists**

APMA (American Podiatric Medical Association)

**Dentists**

ADA (American Dental Association)

**What will disqualify a CME/CE grant request from consideration?**

**The following are some examples of CME/CE requests that would not qualify for support:**

- The completed grant application was submitted less than 45 days prior to the activity start date
- Program is not accredited for continuing education credits, or accreditation cannot be verified (e.g., Funding is for a charitable event, patient advocacy program, research fellowship, clinical investigator trial, textbook, or journal subscription.)
- Activity relates to a therapeutic area or healthcare topic that differs from those that the company has prioritized for support
- Funding is for travel, lodging or registration fees for healthcare professionals
- Activity has already occurred, or request is for support or dissemination of materials that have already been developed
- Activity does not have an educational focus
- Program involves a religious, political, lobbying, fraternal, or social organization
- Speaker names or our company's product/compound names are listed in the application
- An application has been previously submitted for the same activity

**Once my CME/CE grant application has been submitted online, how long does it take your company to review it?**

Our company receives numerous grant applications and evaluates each application that meets eligibility criteria on its merits relative to other applications and available funding. The time to review each grant application may vary. You will be notified of a decision as soon as possible. Our company may contact you for additional information at any time during the application review process.

## **What is an Accredited CME/CE activity, and what is an Accredited Provider?**

Accredited CME/CE programs are educational activities that maintain, develop, or increase the knowledge, skills and professional performance of health care professionals for the benefit of patients, the public, or the profession. An accredited provider has received accreditation from one of the accrediting organizations listed above. Accredited providers are responsible for the content, quality, and scientific integrity of all accredited CME/CE activities for which credit is offered.

## **Will you recommend speakers for my CME program?**

No, our company will not recommend speakers or be involved in the selection of speakers. The CME/CE Provider must maintain full control over the planning of the activity, the development of content, and the selection of speakers for the activity.

## **Is there a limit to the dollar amount we can request?**

The funding request should represent fair market value for the program activities. In addition, our company will consider the sum of grants requested by an organization in relation to the organization's annual operating budget. Please note that our company receives numerous grant applications and evaluates each application on its merits relative to other applications and available funding.

## **My program date is less than 45 - days away. Can you make an exception?**

No, for administrative purposes, our company requires that applications be submitted at least 45 days prior to the activity start date.

## **How long after you receive the signed Letter of Agreement (LOA) can I expect to receive my payment?**

In general, payment will be sent electronically based on payment milestones noted in the signed and executed Letter of Agreement.

## For International (Global) Grant Requests

### **What types of grant applications should be submitted as an "International (Global) Grant" request?**

International (Global) Grants are a broad category that includes activities related to education of health care professionals and patients, as well as meeting support.

### **What types of grant applications should NOT be submitted as an "International (Global) Grant" request?**

This grant type is not available if the sponsoring organization is headquartered/incorporated in the United States.

### **What are the eligibility criteria for International (Global) grants?**

Eligible non-profit organizations must be headquartered outside the United States, and the activity must be taking place outside the United States. These grants are intended to support independent scientific/medical educational activities, patient advocacy activities, and other medical/scientific programs. We kindly request all information and required documents must be submitted in English.

### **In addition to the criteria described above, what will disqualify an International (Global) grant from consideration? Some examples are:**

- Activity has already occurred.
- Your organization is for profit.
- Request for Application is submitted less than 90 days prior to the activity start date.
- Activity relates to a disease state or healthcare topic that differs from those the Company has prioritized for support.
- Support is sought for development of materials that have already been developed.
- Funding is for gifts, travel, lodging, registration fees for individuals attending the activity.
- Activity is more social/recreational than educational.
- Request is for a fundraising charitable event.
- Program involves a religious, political, lobbying, fraternal or social organization.
- An application has been previously submitted for the same activity.
- Activity will be held at a lavish venue.

### **What happens after I submit the Request for Application (RFA)?**

All organizations seeking funding for grant support for an international activity will be required to complete a Request for Application (RFA). Organizations that meet the basic grant eligibility criteria set forth in the RFA will be asked to submit a more detailed application. An organization's receipt of an application is not a guarantee that MSD will provide support. Each completed grant application is evaluated on its individual merits relative to other grant applications and the available funding. MSD may contact the organization for additional information at any time during the

application review process. Organizations that do not meet the basic grant eligibility criteria set forth in the RFA will receive a decline notification.

### **When can I expect a response to my RFA?**

In most cases, you should anticipate a response in the form of a decline or receipt of a full application from MSD within 10 business days of your RFA.

### **Once my completed grant application has been submitted, how long does it take MSD to review it?**

MSD receives numerous requests for support and evaluates each completed application on its merits relative to other applications and the available funding. The review period averages three months (90 days). We kindly ask for your patience during this time. You will be notified via email of a decision as soon as possible. MSD may contact you for additional information at any time during the application review process. Please note that submission of your request does not guarantee MSD support.

### **Is there a limit to the US dollar amount we can request?**

While there are no specific limits to the amount of support that can be requested, the funding request should represent fair market value for what is being provided. Support from multiple industry partners is strongly preferred. In addition, MSD will consider the sum of grants requested by an organization in relation to the organization's annual operating budget. Please note that MSD receives numerous grant applications and evaluates each application on its merits relative to other applications and available funding.

### **My program date is less than 90 days away. Can you make an exception?**

No, for administrative purposes, MSD requires that a completed RFA be submitted at least 90 days prior to the activity start date.

### **How long after you receive the signed Letter of Agreement (LOA) can I expect to receive my payment?**

In general, payment will be sent electronically based on payment milestones noted in the signed and executed Letter of Agreement.