

Novartis general principles on grants to reputable healthcare (-related) organisations and patient associations.

Application process and eligibility criteria

General principles for all grants

Novartis may provide funding to external organizations in the interest of driving its mission to improve healthcare, advance scientific knowledge or support the communities where Novartis associates live and work.

Grants are monetary contributions provided by Novartis without intent or agreement to receive any benefit in exchange (a mere display of the Novartis logo or name is not considered a benefit; disclosing Novartis support is important from a transparency perspective, and is not considered a tangible benefit). Grant funding is provided to support Medical/scientific research, education, policy initiatives, and patient advocacy related activities. Grants are never provided to gain an improper advantage or prompt a favor with funding recipient.

Grants are not intended to interfere with the independent judgment of healthcare organization/association recipients and/or their associates.

As Novartis only wishes to support actively the grant activity performed by the grant recipient, the grant is not subject to VAT.

Grants will only be given to recognized and reputable healthcare or healthcare-related organizations for the general purpose of supporting healthcare, and this in line with our commitment towards patients and [caregivers](#). In this regard a due diligence on the organization will be undertaken. This may comprise of constitutional documentation, annual reports, web searches or evidence of previous performance or previous direct experience.

Every request for support is subject to review by a dedicated Novartis grant review committee, to ensure the acceptability, the non-promotional nature and the independence of the parties. If the outcome of the evaluation process is positive, a contract will be established.

Grant approval is objective and unrelated to any business relationship Novartis has, or may have, with grant requestors.

For transparency reasons it is requested that Novartis funding is disclosed in publications.

After issuance of the grant, you will be requested to provide to Novartis follow-up information about the effective use of the funds for the intended project.

Submission requirements

In order to be considered, a complete grant application package must be submitted to Novartis prior to the activity or event start date. Each request will be evaluated on its merits and the value it brings to patient care.

Annually, Novartis defines the disease areas in which grant requests can be considered. The disease areas eligible for funding are aligned with the Novartis mission and strategic research areas. Grants which are not within the identified therapeutic areas of interest (see Areas of Therapeutic Interest) will not be considered.

The specific grant application form and the supporting documentation can be submitted directly to compliance.belgium@novartis.com or be sent by fax to 02/246.18.61, or by letter to Novartis Pharma nv-sa, Medialaan 40/1, 1800 Vilvoorde, att. Compliance Department.

Components of a Complete Grant Request

- A fully completed application form: Complete all the sections on the form with the requested information and as detailed as possible. Incomplete request forms will lead to a request for additional information or will be automatically declined.
- If a grant was received during the previous year, the “closing documentation” part of the application form must be completed and documentation relevant to the use of the previous grant must be joined to the new request. The post-activity reconciliation should include info on the expenditure of the grant funds (financial reconciliation), outcomes data and/or evaluation/summary reports. If a publication was the result of funded research, a copy of the publication should be joined to the new request. If it concerns a multi-year research project that did not result in a publication yet, a progress report of the previous year must be produced, containing amongst others the project impact to date relative to the specific aims, work done to date, any barriers encountered that may have caused a delay in the project, progress benchmarks, etc...
- Rationale/needs assessment and objectives of the activity for which funding is requested
- Clearly defined patient benefit or improvement in the quality use of medicines resulting from the grant activity
- Agenda, summary of the proposed content or activity description
- Where an event is planned: location and venue where the event will be held
- Complete legal name of the requesting organization (including contact details) to whom funding is to be made
- Specific details of the financial support required, including requested amount and full budgetary details of the proposed funding for the event/activity (detailed breakdown). Grants will only be considered where these are deemed to be reasonable in light of the activity being funded and the requested funding must be commensurate with the budget for the activity.
- Indication whether or not additional funding from other sources will be sought or is available
- Wherever applicable, plan to measure the effectiveness of the proposal to meet Objectives
- Grant activity planned start and end dates

Grant Requests Not Supported

- Grants which are not within the identified therapeutic areas of interest (see Areas of Therapeutic Interest)
- Grants to individuals
- Grants for activities which occurred prior to the time of the request. Such grant requests will be immediately deemed ineligible and will be declined.

- Grants to generate income for the grant recipient; grant requests for the funding of materials or services that are invoiced to the patient do not come into consideration.
- Entertainment
- Professional career development (e.g. office/practice management skills, presentation skills, etc.)
- Request for programs that have already started or are in progress
- Activities held in lavish venues/resort locations are strongly discouraged
- Multi-year commitments

Areas of Therapeutic Interest and grant amounts

Multiple Sclerosis

Migraine

Ophthalmology diseases

Dermatology: psoriasis & urticaria

Rheumatology: Spondyloarthritides

Transplantation: Kidney and liver

Heart Failure

Hematology

Oncology

Clinical Pharmacy

In the areas of Oncology, Hematology & Rare Diseases, Novartis Pharma nv will only consider grant requests from Patient Organizations for 2018.

The amount of the grant awarded, cannot be in excess of 50% of the total project budget. The maximum amount for an individual grant is set at 15 000 € The Novartis grant review committee has the authority to accept or decline grant requests or ask for additional information. It has the authority to decide on the amount of the grant to be awarded and reserves the right to only partially honor grant requests.