# **Grant Request Application Guide**



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## Mission

Redefine the standard of care for bone repair...so that patients can live their healthiest lives

Cerapedics is committed to providing appropriate support to bona fide education, research, and charitable initiatives that help promote excellence in patient care

## **Compliance Commitment**

Awarding of funds or in-kind support for educational or charitable requests is not intended to induce nor obligate any person or entity to purchase, prescribe, order or otherwise make use of (or arrange for/recommend the use of) Cerapedics' products or services

Sales Representatives, agents or distributors may not commit Cerapedics' support for any grant or charitable contribution. All requests are reviewed by a central committee who has the authority to approve or decline applications. We should not be listed as a sponsor/supporter of any activity until the Letter of Acknowledgement indicating approved support has been executed.

# **Elligible Organizations:**

- Academic Institutions
- Academic/Teaching Hospital
- Accredited Medical School
- Accredited Organization
- Civic Organization

- Government Hospital
- Medical Education Company
- Medical Society/Association
- National/Regional Association
- Patient Advocacy Organization
- Private or For-Profit Hospital
- Public or Non-Profit Hospital
- Scientific Association

## Factors our committee considers as part of the review process may include the following:

### **Appropriate Recipient**

The Recipient should be organized, hosted, controlled, and designed by a continuing medical education provider or other reputable organization with a genuine educational function

### Independent

The Committee will review any existing agreements to ensure there is no conflicts of interest and that the receiving party is independent. The grant will not be provided as a reward for existing or future use of Cerapedics' product or as a benefit of a consulting agreement.

#### Content

The content of the program must be related to Cerapedics' mission and vision, therapeutic areas, and align with strategic objectives as they relate to improving patient health by advancing medical and scientific knowledge.

#### **Audience**

Programs which have a greater impact on the medical community and more closely align with Cerapedics' mission and vision may receive greater consideration than those with a limited scope.

#### **Budget**

Support for technology tools such as mobile devices and computers is prohibited. Grant requests will not be approved if the funds are directed to towards capital expenditures or the general workforce

#### **Appropriate Use of Funding**

The budget submitted must be reasonable and justified. Requests may be rejected or awarded a lesser amount based on the hosting organizations budget or due to internal budget constraints.

# **Eligible Request Types:**

## **Cerapedics May Provide Support for the Following:**

### **Educational Grants**

- Independent, third-party medical education programs, including those accredited as Continuing Medical Education that help Healthcare Professionals improve patient health including Fellowships and Scholarships.
- \*Submission period for Fellowships and Scholarships is October 1 April 1

## **Investigator Initiated Studies (IIS)**

- Independent research studies sponsored by outside investigators or institutions that are intended to advance medical and scientific knowledge and that can generate important information about Cerapedics' products as well as valuable medical and scientific information.
- Support may be provided for an IIS through a grant of funding, product, or both.

## **Charitable Contributions**

- Support for charitable or other philanthropic initiatives are intended to support worthwhile charitable, educational, or health-related causes that align with Cerapedics' long-range therapeutic focus such as supporting indigent care, patient education, public education, or the sponsorship of events where proceeds are for charitable purposes.
- The requesting organization must qualify for tax exempt status under Section 501(c)

This material is to be used as guidance material only and is not all-inclusive. Cerapedics' policies and guidelines are subject to change without notice.

# **Application Process:**

Applications must be submitted during the accepted window or at least 60 days in advance

- **1. Register/Log in:** Please visit https://id.medcompli.com/Account/ExternalRegister/cerapedics. When logging in for the first time, you will be required to register a new account. If you have previously registered, please log in with your username and password. \*Applications for Fellowships and Scholarships should be submitted by a program administrator.
- **2. Complete Application:** Once logged in, click on "Request Forms". Select the appropriate request type and complete the form and upload required supporting documents. You can save your progress and log back into finish if necessary.
- **3. Submit Request:** Once the application is complete and all supporting documents are uploaded, click "Submit Request". You will receive an email notification that your application has been successfully submitted. Submission of a request does not imply approval.
- **4. Await Notification:** All approved requests require a formal commitment through the execution of a Letter of Acknowledgement, which is facilitated electronically. This letter must be signed by an authorized signer of the requesting organization before a payment is completed, product released, or the activity takes place. Payments will be made to the organization listed on the W-9. Processing and payment can take up to 45 days to complete once the Acknowledgement Letter has been signed and received by Cerapedics
- **5. Execute Letter of Agreement:** Formal review of the request does not commence until all required documentation is submitted. If the request is incomplete the review may be delayed or declined. You will be notified via email of a status change to your request or if more information is needed. You may check the status of a request anytime via the "My Requests" tab in the portal. Decision timing is based on the event date of the request and internal reviews. You will be notified via email of the decision regarding support as soon as possible.



### **Restrictions:**

# Cerapedics is unable to provide support for requests that include the following:

- Benefiting party has been excluded from participating in state or federal healthcare programs
- Un-restricted grant funding
- Payments to individual HCPs
- Programs that promote the medical services of a specific provider or other events that would be considered promotional in nature
- · Activities or events which anticipate a profit or have already occurred
- Hosting Organization is not an Independent third-party: meaning it is involved in advising or otherwise assisting Cerapedics with the conduct of its business, including the sale or marketing of Company products
- Support costs of entertainment, spouses or guests, or travel or lodging for HCPs who are not program faculty
- Funding that is intended for use to offset expense that are not directly related to the program, towards other capital expenditures, or the general work force
- Political organizations, labor unions, religious organizations, fraternal, service, or veterans' organizations, or organizations that discriminate based on race, color, creed, sex, national origin, sexual orientation, age, or veteran or disability statuses are not eligible recipients of Cerapedics Grant funding
- Multi-year commitments

## **Disclosure Requirements:**

Cerapedics has a requirement to disclose all transfers of value, either direct or indirect, that are made to certain healthcare professionals and teaching institutions. These transfers of value must be reported to the Centers for Medicare and Medicaid Services as part of the Federal Transparency Sunshine Act and certain state governments. For more information on the Federal Transparency Sunshine Act please see cms.gov.

Educational and charitable grant requests will be accepted all year and are reviewed in the first week of every month.

\*Fellowship and scholarship applications can only be submitted October 1st – March 1st – these requests are reviewed during the month of April

IIS applications will be accepted all year and are reviewed bi-annually – during the last week of June, and the last week of December.

