

## **Gilead UK & Ireland Corporate Contributions Grant FAQs**

Gilead supports many organisations and projects, but we receive more grant requests than we are able to fund. Applying for a grant is not a guarantee of funding.

Grants are separate from the company's commercial activities; sales and marketing personnel are not involved in grant decisions. Grants are not connected to or conditioned upon purchasing, prescribing, recommending or otherwise supporting Gilead products.

### **About Gilead UK & Ireland Grants**

#### **1. What is the aim of the grants programme?**

The aim of Gilead UK & Ireland grants is to support not-for-profit healthcare focused organisations to develop innovative, high-impact projects that deliver measurable benefits to patients, healthcare providers and communities impacted by Gilead's therapeutic areas of expertise. Applications for grants will be reviewed according to alignment with Gilead's four Giving Pillars.

#### **2. What are Gilead's Giving Pillars and what do they mean?**

Gilead's Giving Pillars are aligned with global and national health priorities aimed at improving public health. By aligning governmental, private and non-profit health priorities, beneficial community impact is more likely to be realised in a shorter period of time.

Gilead has identified four Giving Pillars:

#### **Providing access**

- Gilead believes medicines should be accessible to all people who need them, regardless of where they live or what resources they have. Political, social and geographical barriers prevent patients around the world from accessing the best possible care, so we work with partners and grantees to help overcome those barriers.

#### **Reducing disparities**

- People should have access to the same healthcare, regardless of their background. At Gilead, we fund projects that support underserved communities that have systematically experienced greater social or economic obstacles to health.

#### **Advancing medical education**

- Gilead works to make testing and treatment more widely available and knows education is key to effective disease prevention and long-term disease management. Gilead helps community organisations by supporting disease awareness programmes for patients and expanding knowledge and skills for healthcare professionals.

#### **Supporting Local Communities**

- With employees working in over 30 countries around the world, Gilead understands how important it is for people of all backgrounds to live in vibrant local communities. Gilead funds initiatives that promote the well-being and betterment of the local neighbourhoods and cities in which we live and work.

### **3. When will the funding be available?**

The application period for community/patient specific programme grants and core funding is open once a year, during a specific application window for each of the Fellowships: HIV, viral hepatitis, oncology/haematology, respiratory and invasive fungal disease. You can apply for a grant, or register your interest to apply for a grant, on the 'Fellowships' page of the Gilead UK & Ireland Corporate Contributions website.

We also accept ad hoc community/patient and medical/scientific grant applications on a rolling basis and the grants review committee (GRC) convenes monthly. Successful applications will be paid following completion of a grant agreement. Neatly drafted proposals that include clear budgets will be reviewed in a more expedient manner.

### **Application process**

#### **4. I would like to check the suitability of a project idea for submission as a grant to Gilead UK & Ireland. Is it possible to discuss this on the telephone?**

Gilead is unable to assess the viability of a project idea prior to submission of the request. Representatives of the grant review committee are able to provide assistance and can be reached via email at [UKIGrants@gilead.com](mailto:UKIGrants@gilead.com).

#### **5. You must consider whether your proposed project comprises research or service evaluation**

Gilead UK & Ireland can only provide grants for medical projects that are not studies. If your project meets the definition of a EUDRACT study (<https://eudract.ema.europa.eu>) (either interventional or non-interventional) we encourage you to discuss the project with your Gilead country medical scientist.

#### **6. What should I do if the project objectives for my grant request fall outside of Gilead's criteria?**

Gilead is unfortunately unable to support all the worthy projects that exist. If the project is not aligned with Gilead's corporate Giving Pillars or is a clinical trial, it is not eligible for consideration by the UK & Ireland grant programme.

#### **7. How do I apply for a grant?**

The application process is online only, via the Gilead UK & Ireland Corporate Contributions website ([www.gileadgiving.co.uk](http://www.gileadgiving.co.uk)). An example application form (PDF) can be printed from the website for reference but cannot be submitted via email/post.

#### **8. I need to submit my proposal for review at my institution. Is it possible to create a PDF of my application using the website form?**

It is not possible to create a PDF version of your specific application. We recommend that you complete your application on the PDF template, and then copy the details into the online application form for submission.

#### **9. Can I apply for 100% of project funding from Gilead?**

Yes, but other sources of funding should also be sought. Gilead encourages all applicants to apply for grants from a wide range of sources, including other pharmaceutical companies. Co-funding from other sources may be in the form of contributed staff time for project execution, supervision or evaluation. It is important that you clearly outline any other sources of funding clearly on the application form to ensure transparency.

#### **10. Can I apply for a grant to support a current or ongoing project?**

Yes, so long as the current funding has a defined end date. This should be explained on the application form. However, please note that grant funding is not provided for more than one year at a time.

**11. Can I apply for funding for a project that has already been carried out?**

No, Gilead cannot provide retrospective funding for any activity that has already been carried out.

**12. What does my application need to include?**

Gilead has one standard application for all organisations. The following information will be required for all applications:

- Organisation Contact Information
- Therapeutic Area of Focus
- Total Project Budget and Amount Requested from Gilead
- Project/Event Start and End Dates
- Anticipated Reach (i.e.-number of individuals benefited/educated)
- List of Countries Where the Project will be Implemented
- Organisation Overview/Description
- Event/Programme Description
- Event/Programme Objectives
- List of Event/Programme Activities
- Expected Outcomes/Impact
- Sustainability Plans
- Detailed Budget

**13. Why is it necessary to provide a Registered Charity Number for my organisation?**

All applicants must provide proof that their organisation is a registered charity. Gilead may require additional documents from organisations whose application has been approved. This is to ensure Gilead has the necessary information to ensure appropriate payment with respect to regulatory and tax policies.

**14. Do applications need to include references?**

Appropriate citations should be provided for all statistics, and references should be listed in the application.

**15. What information should be included in the budget?**

Budgets must be fully completed and provide the appropriate level of detail for Gilead to ensure compliance. Gilead expects for each applicant to include the overall of amount of funding needed for a specific line item and cost per unit for each line item. Gilead will also ask for the applicant to delineate the amount of funding requested from Gilead for each specific line item.

Please see the table below.

Price per Unit	Number of Units	Total Cost	Amount Requested from Gilead
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Moreover, overhead costs are not eligible for funding. **If there is not an appropriate level of detail, the grant will be declined. Additional details on funding exclusions are outlined in section Grant Making Exclusions.**

**16. Will feedback be provided once applications are submitted?**

Grant applications will be reviewed following submission for completeness and to ensure quality of applications. If, for any reason, further clarity is required to fully evaluate an application, an email will be sent to the applicant to seek such clarification and, if needed, to request a resubmission. Gilead representatives cannot comment on the decision process related to specific grant requests.

**17. Can I recall an application to make changes?**

Yes. To recall a submitted application, email [UKIgrants@gilead.com](mailto:UKIgrants@gilead.com) to specific grant requests.

**18. How will I know if my application is approved or declined?**

All applicants will receive a formal email notification as to whether their application has been approved or declined.

**Successful applicants****19. What can I expect if my application is successful?**

After the review committee approves a grant, the applicant will receive an email confirming approval. The email will attach a grant contract which applicants will be asked to sign a grant agreement as per the ABPI Code of Practice. Gilead should be acknowledged as funding the organisation, and any specific activity or project should be funded in accordance with EFPIA, ABPI and MHRA codes of practice.

The contract summarises the core requirements of the grant award, the amount of grant and the responsibilities for each party. The contract must be fully executed prior to the release of payment and could include additional documents needed to effectively process payment.

Successful applicants will be required to engage with members of the Gilead grant team. Some projects will require a mid-term report and all projects will require a final report.

**20. If an application is successful, when does the work for the project have to be completed?**

Gilead requests for applications to be submitted 6–12 weeks prior to the project or event start date. Please build this in to your grant application timeline. For example, do not submit a grant application on January 1 for a project beginning on January 1. Instead, if an application is submitted on January 1, the earliest project start date should be February 15. Please know that an incomplete or insufficient proposal could lengthen the review process and impact a project timeline. The project should conclude on the project end date that is outlined in the grant application.

For programmes that extend longer than 12 months, note that Gilead only provides funding for one year at a time and therefore an additional grant application will need to be submitted (please see question 24).

**21. When will funding be provided?**

On the successful award of a Gilead UK & Ireland grant, Gilead UK & Ireland will state which items of the project they are supporting and, in some cases, project milestones for payment will be outlined. Gilead commits to processing payment within two weeks of receiving a fully executed agreement.

**22. How will funding be paid?**

Grants will be paid direct to the organisation's bank account by BACS payment. Payments will not be made to an individual. Depending on the scope of the project and the amount funded, Gilead will either make a lump sum payment or milestone payments based on project deliverables. A fully executed agreement is required prior to the release of any funding.

**23. Does my grant have to be paid in a specific currency?**

Yes, Gilead will pay grants in GBP or EUR as relevant.

**24. If I am successful in one year, does that guarantee the receipt of a grant the following year?**

No, to qualify for a grant, you will have to reapply for a grant the next year, which will be subject to the usual review process. Grant funding is not provided for more than one year at a time.

**25. Will details of the grants be published?**

In order to comply with EFPIA and country Codes of Practice, Gilead will disclose grant support to a patient organisation, HCP or HCO via its website. This will include the name of the organisation, a brief description of the activity and, where required by local requirements, the local amount of money provided.

**26. Where will details of the award be published?**

Details of all successful grantees from Gilead UK & Ireland will be published on an annual basis on [www.gilead.com](http://www.gilead.com).

**Unsuccessful applicants****27. Will unsuccessful applicants get feedback?**

Yes, the applicant will receive an email by the end of the subsequent month following submission, confirming that Gilead is unable to support their application.

For more specific application queries or to discuss an application in person, please email [UKIgrants@gilead.com](mailto:UKIgrants@gilead.com).

**28. Can applicants reapply if unsuccessful?**

Yes, applicants who are unsuccessful can submit applications for different projects or activities.

**Grant Making Exclusions**

Fundamental to Gilead is our adherence to the highest legal and ethical standards of business conduct. As such, the following points outline what is not eligible to be funded as a grant:

- Gilead cannot provide grant support to for-profit organisations;
- Gilead cannot provide grant support to any retrospective activities that have already taken place;
- Gilead cannot provide grant funding for investment in medical equipment or medical hardware as one-off purchases;
- Gilead cannot provide grant funding to any individual or group of individuals, rather than an organisation, group or association that is a legally constituted entity;
- Gilead will not fund any projects that may be linked, or may infer a link, to the purchasing, prescribing, providing of favourable recommendations for, or otherwise supporting Gilead products;
- Gilead cannot directly fund patient treatment and/or prescriptions;
- Gilead cannot pay or defray operating expenses (e.g. fringe benefits, office equipment etc.) or purchase of standard equipment or hardware;
- Gilead cannot pay for salaries to any healthcare institution or provider that is in a position to purchase or prescribe Gilead products;
- Gilead cannot provide compensation in the form of a grant, to individuals or organisations for services provided to Gilead, such as speaking or advising; and
- Gilead cannot provide compensation in lieu of a discount or price concession or related to a commercial contract negotiation.

**If you have any other questions regarding the grants process that are not covered in this section, please send them to [UKIgrants@gilead.com](mailto:UKIgrants@gilead.com)**

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