

# Naviguer le nouveau processus de financement de Bristol Myers Squibb

## Formation pour les utilisateurs



## Contexte

À compter du 2 mars 2020, Bristol Myers Squibb utilisera un nouveau formulaire intégré de lettre de demande (LOR).

Ce format intégré permettra de changer l'affichage des questions concernant les demandes dans une langue spécifique.

# Programme

L'objectif de cette formation est de familiariser les demandeurs au processus de soumission des demandes par le biais de la « Letter of Request » (lettre de demande, LOR).

## Les rubriques sont les suivantes :

Vue d'ensemble du processus

Navigation sur le site internet des subventions et dons de BMS

Portail des demandes

Lettre de demande (LOR)

Assistance pour les demandes



# Vue d'ensemble du processus

## Processus pour les demandes de financement

Toutes les demandes de financement doivent être soumises par le biais d'une « Letter of Request » (lettre de demande, LOR).

- Les lettres de demande incomplètes seront rejetées sans être examinées.
- Après examen par BMS, si des informations supplémentaires sont nécessaires pour prendre une décision, nous vous en informerons par courriel.

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Il est possible de soumettre plusieurs demandes de financement.

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Des demandes de financement peuvent être soumises tout au long de l'année.

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Les demandes envoyées pour répondre à une « Request for Proposal » (demande de proposition, RFP) ou à une « Request for Education » (demande de formation, RFE) doivent être soumises avant la date limite indiquée dans les spécifications de la RFP ou RFE.



# Vue d'ensemble du processus

## Types de processus de financement

Le système permet de demander un financement pour :

- Les commandites d'entreprise
- Les dons de bienfaisance
- La formation médicale indépendante
- La formation médicale continue
- Le soutien à l'éducation des patients
- Le soutien aux organisations de défense des patients
- Les bourses d'études
- Les bourses de recherche
- Les souscriptions corporatives

**La LOR intégrée est utilisée pour toutes les demandes de financement.**



# Navigation sur le site internet des subventions et dons

## Site internet des subventions, dons et commandites d'entreprise

Pour accéder au site internet des subventions et des dons à partir de :  
<https://www.bms.com/ca/en>

- 1 Cliquez sur « About Us » (Nous connaître).
- 2 Cliquez sur « Responsibility » (Responsabilité).
- 3 Cliquez sur « Corporate Giving » (Dons d'entreprise).

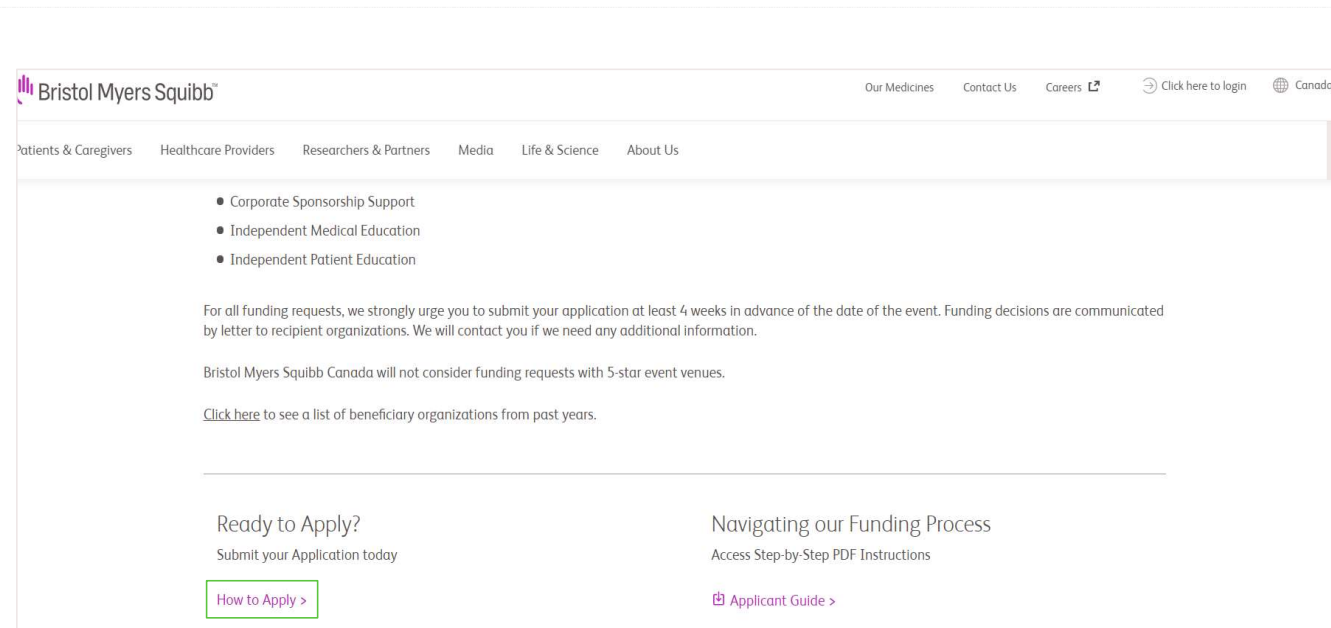
The screenshot shows the Bristol Myers Squibb website navigation. The top navigation bar includes links for Patients & Caregivers, Healthcare Providers, Researchers & Partners, Media, Life & Science, and About Us. The 'About Us' link is highlighted with a green box. A dropdown menu is open under 'About Us', showing links for Our Mission, Our Principles, Key Facts, Responsibility, Contact Us, Working Together for Patients, and Welcome to the New Bristol Myers Squibb. The 'Responsibility' link is highlighted with a green box. A secondary dropdown menu is open under 'Responsibility', showing links for Transparency, Grants, Giving & Corporate Sponsorship Support, and Quality Improvement Initiative in Immuno-Oncology (QI3). The 'Grants, Giving & Corporate Sponsorship Support' link is highlighted with a green box. Green lines connect the numbered instructions to these specific elements on the website.



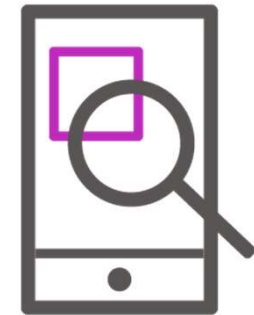
# Navigation sur le site internet des subventions et dons

## Site internet des subventions, dons et commandites d'entreprise (suite)

Défilez vers le bas de la page et cliquez sur “How to Apply”  
(Soumission d'une demande)



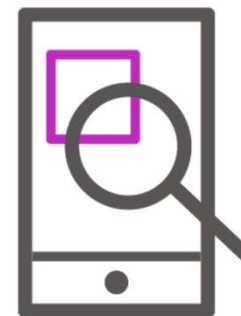
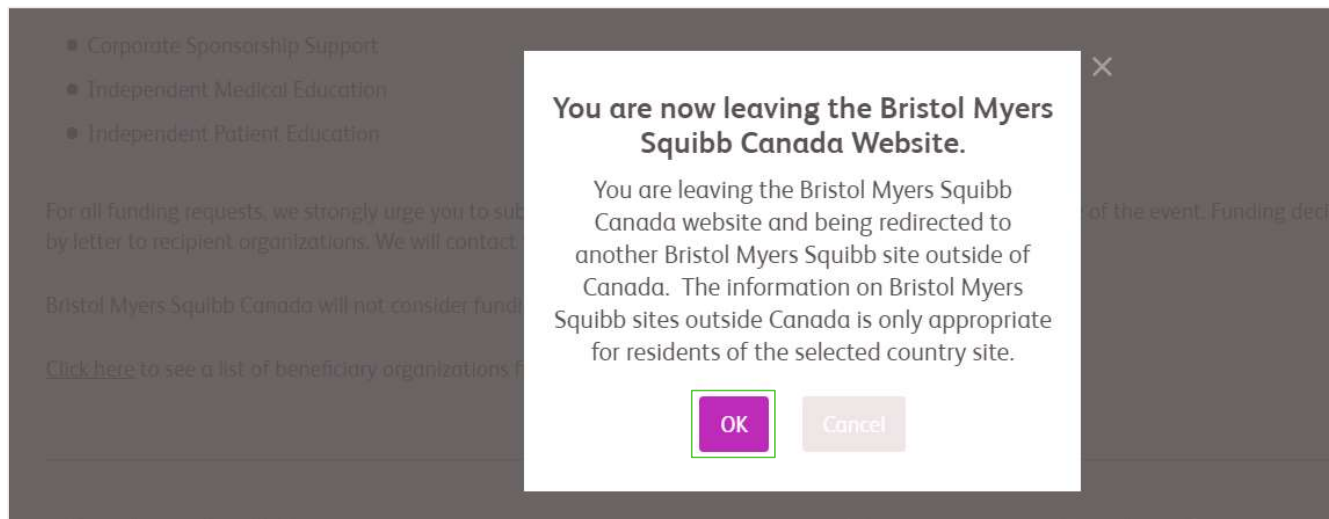
The screenshot shows the Bristol Myers Squibb website. The header includes the logo and navigation links: Our Medicines, Contact Us, Careers, Click here to login, and Canada. The main navigation bar lists: Patients & Caregivers, Healthcare Providers, Researchers & Partners, Media, Life & Science, and About Us. The content area features a list of funding types: Corporate Sponsorship Support, Independent Medical Education, and Independent Patient Education. Below this, there is a paragraph stating: "For all funding requests, we strongly urge you to submit your application at least 4 weeks in advance of the date of the event. Funding decisions are communicated by letter to recipient organizations. We will contact you if we need any additional information." Another paragraph states: "Bristol Myers Squibb Canada will not consider funding requests with 5-star event venues." A link is provided: "Click here to see a list of beneficiary organizations from past years." At the bottom, there are two columns of text. The left column is titled "Ready to Apply?" and includes "Submit your Application today" and a button labeled "How to Apply >". The right column is titled "Navigating our Funding Process" and includes "Access Step-by-Step PDF Instructions" and a link labeled "Applicant Guide >".



# Navigation sur le site internet des subventions et dons

## Site internet des subventions, dons et commandites d'entreprise (suite)

Lorsque vous recevez un avis vous informant que vous quittez le site Canadien de Bristol Myers Squibb et êtes redirigé(e) vers le site de Bristol Myers Squibb hors du Canada, cliquez "OK".



# Navigation sur le site internet des subventions et dons

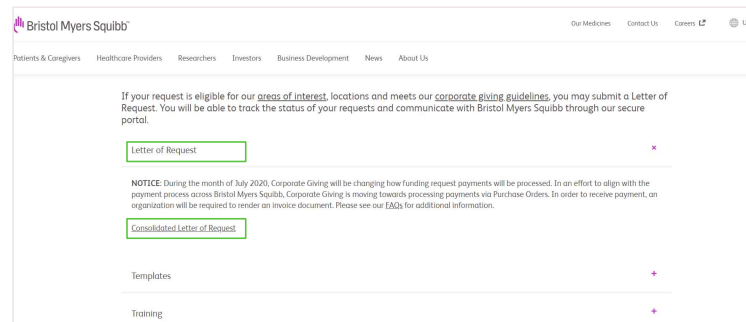
## Accès à la lettre de demande

Vous serez redirigé(e) vers le [site mondial des subventions et dons de Bristol Myers Squibb](#). Lorsque vous êtes prêt(e) à envoyer votre demande, cliquez sur le lien « Letter of Request » (Lettre de demande) sous « How to Apply » (Soumission d'une demande).

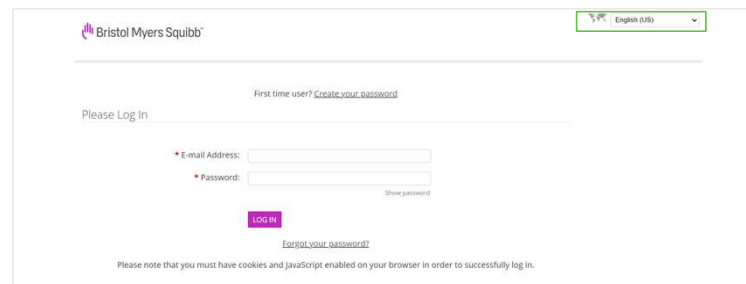
### Soumission d'une demande

Vous pouvez soumettre une simple « Letter of Request » (Lettre de demande, LOR), suivre l'état de votre demande et communiquer en toute sécurité avec Bristol Myers Squibb par le biais de notre portail.

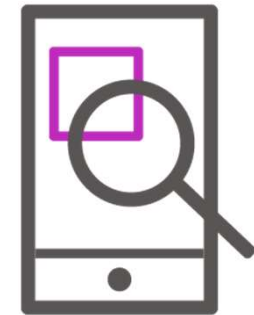
La LOR est disponible en 11 langues différentes. Pour accéder à la version de la LOR dans votre langue, veuillez sélectionner la langue appropriée dans le menu déroulant en haut à droite de la page de connection.



The screenshot shows the top section of the Bristol Myers Squibb website. At the top right, there are links for 'Our Medicines', 'Contact Us', and 'Careers'. Below the navigation bar, there are links for 'Patients & Caregivers', 'Healthcare Providers', 'Researchers', 'Investors', 'Business Development', 'News', and 'About Us'. The main content area contains a heading 'Letter of Request' with a red 'x' icon, a 'NOTICE' paragraph, and a link for 'Consolidated Letter of Request'. Below this are sections for 'Templates' and 'Training', each with a red '+' icon.

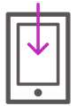


The screenshot shows the login page of the Bristol Myers Squibb portal. At the top right, there is a language dropdown menu set to 'English (US)'. Below the header, there is a link for 'First time user? Create your password'. The main heading is 'Please Log In'. There are two input fields: 'E-mail Address' and 'Password'. Below the password field is a 'Show password' link. A 'LOG IN' button is positioned below the input fields. At the bottom, there is a link for 'Forgot your password?' and a note: 'Please note that you must have cookies and JavaScript enabled on your browser in order to successfully log in.'





# Portail des demandes



Connexion du demandeur



Inscription d'un nouvel utilisateur



Ajout d'une nouvelle organisation



Portail du compte - Page d'accueil



Modification du profil



# Connexion du demandeur

Sur cette page, vous pouvez :

- 1 Vous inscrire et créer un mot de passe (nouveaux utilisateurs uniquement) ;
- 2 Vous connecter à l'aide de votre adresse électronique et votre mot de passe ;
- 3 Réinitialiser votre mot de passe.

The screenshot shows the login page for Bristol Myers Squibb. At the top, it says 'This application is hosted by CyberGrants on behalf of Bristol-Myers Squibb. CyberGrants has recently updated our Privacy Policy. Learn More.' Below that is the Bristol Myers Squibb logo. The main heading is 'Please Log In'. There are three callouts: 1. A green box labeled '1' points to the link 'First time user? Create your password'. 2. A green box labeled '2' points to the 'E-mail Address' and 'Password' input fields. 3. A green box labeled '3' points to the link 'Forgot your password?'. There is also a 'LOG IN' button and a 'Need Support?' link at the bottom.

1

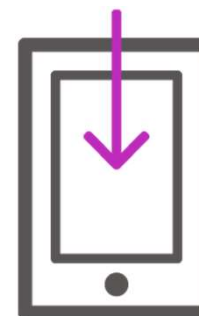
**NOUVEAUX UTILISATEURS :**  
Si vous n'avez pas de compte d'utilisateur, CLIQUEZ ICI.

2

**VOUS AVEZ UN COMPTE :**  
Connectez-vous en utilisant vos identifiants ICI.

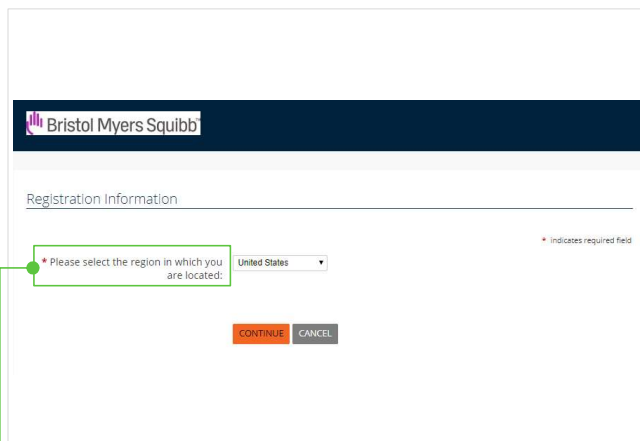
3

**VOUS AVEZ OUBLIÉ VOTRE MOT DE PASSE :**  
CLIQUEZ ICI.



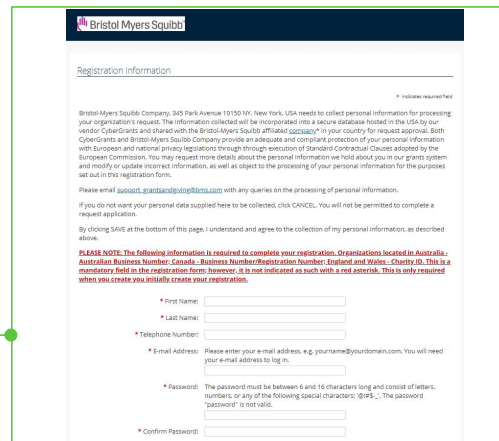
# Inscription d'un nouvel utilisateur

**Veillez noter que :** Si vous utilisez notre système pour la première fois, vous devez vérifier si votre organisation se trouve dans notre base de données avant d'en créer une nouvelle. Vous pouvez rechercher votre organisation par le numéro d'entreprise ou par le nom de l'organisation dans le système.



The screenshot shows the 'Registration Information' form with the 'United States' selected in a dropdown menu. A green box highlights the dropdown and a callout bubble says 'Please select the region in which you are located:'. Below the dropdown are 'CONTINUE' and 'CANCEL' buttons. A red asterisk indicates a required field.

1 Sélectionnez la région dans laquelle vous vous trouvez.



The screenshot shows the 'Registration Information' form with fields for 'First Name', 'Last Name', 'Telephone Number', 'Email Address', 'Password', and 'Confirm Password'. A green box highlights these fields and a callout bubble says 'Renseignez les champs d'inscription.'. A red asterisk indicates a required field. There is also a 'PLEASE NOTE' section with legal disclaimers.

2 Renseignez les champs d'inscription.



**Les comptes d'utilisateurs dans CyberGrants sont classés par le nom de la personne et pas de l'organisation. Un seul utilisateur peut être associé à plusieurs organisations.**

# Inscription d'un nouvel utilisateur (suite)

Sur la page « *New Registration* » (Nouvelle inscription), nous vous demandons de lire les lois mentionnées sur la protection de la vie privée. En continuant votre inscription, vous consentez à la collecte de vos informations personnelles. Si vous ne souhaitez pas que vos données personnelles soient collectées, cliquez sur CANCEL (ANNULER). Vous ne serez pas autorisé(e) à remplir une demande.

Bristol-Myers Squibb Company, 345 Park Avenue 10150 NY, New York, USA needs to collect personal information for processing your organization's request. The Information collected will be incorporated into a secure database hosted in the USA by our vendor CyberGrants and shared with the Bristol-Myers Squibb affiliated [company](#)\* in your country for request approval. Both CyberGrants and Bristol-Myers Squibb Company provide an adequate and compliant protection of your personal information with European and national privacy legislations through through execution of Standard Contractual Clauses adopted by the European Commission. You may request more details about the personal information we hold about you in our grants system and modify or update incorrect information, as well as object to the processing of your personal information for the purposes set out in this registration form.

Please email [support\\_grantsandgiving@bms.com](mailto:support_grantsandgiving@bms.com) with any queries on the processing of personal information.

If you do not want your personal data supplied here to be collected, click CANCEL. You will not be permitted to complete a request application.

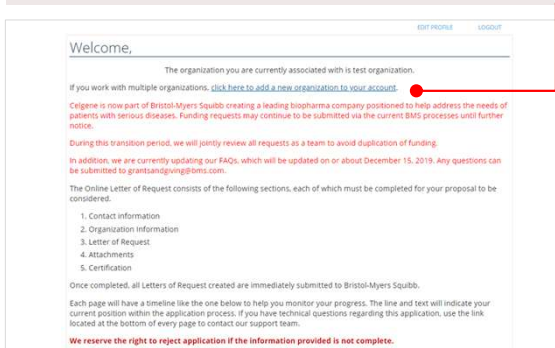
By clicking SAVE at the bottom of this page, I understand and agree to the collection of my personal information, as described above.



**Veillez noter que :** Ces lois sur la protection de la vie privée s'appliquent à tous les candidats qui ne sont pas américains.

# Ajout d'une nouvelle organisation

Si vous souhaitez ajouter une nouvelle organisation à votre compte, cliquez sur le lien « [click here to add a new organization to your account](#) » (cliquer ici pour ajouter une nouvelle organisation à votre compte).



Welcome,

The organization you are currently associated with is test organization.

If you work with multiple organizations, [click here to add a new organization to your account](#).

Celgene is now part of Bristol-Myers Squibb creating a leading biopharma company positioned to help address the needs of patients with serious diseases. Funding requests may continue to be submitted via the current BMS processes until further notice.

During this transition period, we will jointly review all requests as a team to avoid duplication of funding.

In addition, we are currently updating our FAQs, which will be updated on or about December 15, 2019. Any questions can be submitted to [grantsandgiving@bms.com](mailto:grantsandgiving@bms.com).

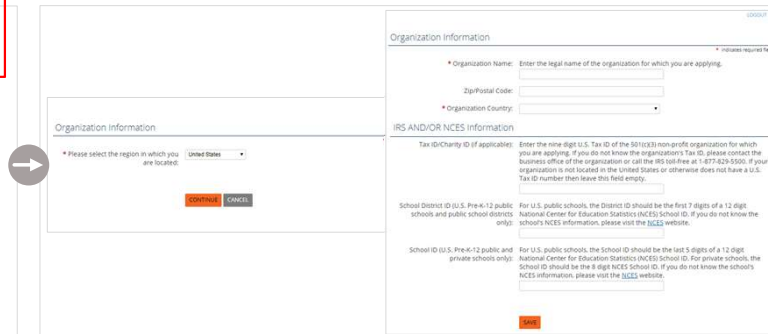
The Online Letter of Request consists of the following sections, each of which must be completed for your proposal to be considered.

1. Contact information
2. Organization information
3. Letter of Request
4. Attachments
5. Certification

Once completed, all Letters of Request created are immediately submitted to Bristol-Myers Squibb.

Each page will have a timeline like the one below to help you monitor your progress. The line and text will indicate your current position within the application process. If you have technical questions regarding this application, use the link located at the bottom of every page to contact our support team.

**We reserve the right to reject application if the information provided is not complete.**



Organization information

\* required field

Organization Name: Enter the legal name of the organization for which you are applying.

Zip/Postal Code:

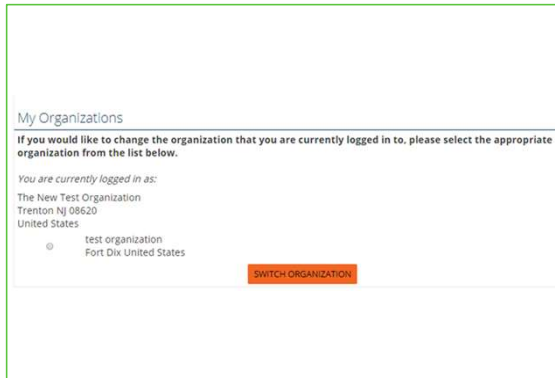
Organization Country:

IRS AND/OR NCEES information

Tax ID/Charity ID (if applicable): Enter the nine digit U.S. Tax ID of the 501(c)(3) non-profit organization for which you are applying. If you do not know the organization's Tax ID, please contact the business office of the organization or call the IRS toll-free at 1-877-839-5500. If your organization is not located in the United States or otherwise does not have a U.S. Tax ID number then leave this field empty.

School District ID (U.S. Pre-K-12 public schools and public school districts only): For U.S. public schools, the District ID should be the first 7 digits of a 12 digit National Center for Education Statistics (NCEES) School ID. If you do not know the school's NCEES information, please visit the [NCEES](#) website.

School ID (U.S. Pre-K-12 public and private schools only): For U.S. public schools, the School ID should be the last 5 digits of a 12 digit National Center for Education Statistics (NCEES) School ID. For private schools, the School ID should be the 8 digit NCEES School ID. If you do not know the school's NCEES information, please visit the [NCEES](#) website.



My Organizations

If you would like to change the organization that you are currently logged in to, please select the appropriate organization from the list below.

You are currently logged in as:

The New Test Organization  
Trenton NJ 08620  
United States

test organization  
Fort Dix United States

Si plusieurs organisations sont associées à votre compte, vous serez toujours dirigé(e) sur la page de sélection d'une organisation après vous être connecté(e) pour sélectionner celle avec laquelle vous souhaitez travailler.

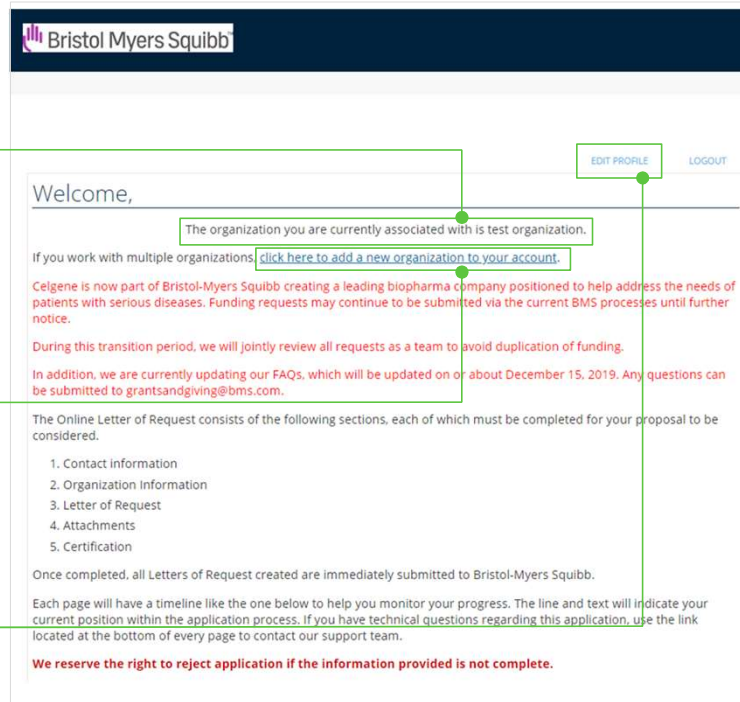


# Ajout d'une nouvelle organisation (suite)

Une fois connecté(e) avec succès, ceci est votre « page d'accueil ».

Sur cette page, vous pouvez :

- 1 Voir le nom de votre organisation
- 2 Ajouter une nouvelle organisation à votre compte
- 3 Modifier votre profil.



The screenshot shows the user dashboard for Bristol Myers Squibb. At the top, there is a dark blue header with the BMS logo and name. Below the header, there are two buttons: "EDIT PROFILE" and "LOGOUT". The main content area starts with a "Welcome," message. A callout box points to the text "The organization you are currently associated with is test organization." Below this, there is a link: "click here to add a new organization to your account." Another callout box points to this link. Further down, there is a red notice about Celgene being part of BMS and a link to FAQs. A third callout box points to the "FAQs" link. Below the notice, there is a list of sections for the Online Letter of Request: 1. Contact information, 2. Organization Information, 3. Letter of Request, 4. Attachments, 5. Certification. A fourth callout box points to the "Organization Information" section. At the bottom, there is a link to contact support and a red warning: "We reserve the right to reject application if the information provided is not complete."



# Portail du compte - Page d'accueil

Cette « page d'accueil » apparaîtra chaque fois que vous vous connecterez.

Avant de commencer une nouvelle demande, veuillez vérifier l'exactitude de votre nom et de l'organisation à laquelle vous êtes associé(e).

Cette page comprend les éléments suivants :

- 1 Le lien « Start a New Letter of Request » (Commencer une nouvelle lettre de demande)
- 2 Rapports d'impact\* nécessitant une action
- 3 Demandes nécessitant une action
- 4 Demandes soumises
- 5 « My Organizations » (Mes organisations), indiquant toutes les organisations auxquelles vous êtes associé(e)

The screenshot shows a user account dashboard with a navigation bar at the top containing: Welcome Page, Contact Information, Organization Information, Letter of Request, Attachments, and Certification. The main content area is divided into several sections:

- START A NEW LETTER OF REQUEST**: A red box highlights this button at the top left.
- Impact Reports Requiring Action**: A green box highlights this section header. Below it is a table with columns: Action, Project Title, Report Type, and Report Due Date. Two rows are visible: one for 'Education Awareness' (CG - BMS Contract, due 06/21/2014) and one for 'Test Proj Budget' (BMS Contract, due 11/14/2014).
- Applications Requiring Action**: A green box highlights this section header. Below it is a table with columns: Action, Project Title, Application Date, and Proposal Type. Two rows are visible, both for 'Charitable Donation' with application dates of 03/21/2014.
- Submitted Applications**: A green box highlights this section header. Below it is a table with columns: Action, Project Title, Application Date, and Proposal Type. One row is visible for 'test' with an application date of 06/04/2015.
- My Organizations**: A green box highlights this section header. Below it is a list of organizations with radio buttons for selection.



Les rapports d'impact sont des rapports de suivi qui vous seront envoyés par le système en cas de besoin d'informations supplémentaires. Ils peuvent être envoyés avant ou après qu'une demande ait été approuvée.

# Modification du profil

The screenshot shows a user profile page with two main sections. The top section, titled 'Welcome,' contains a message about the current organization and a list of sections for the Online Letter of Request. The bottom section, titled 'Your Profile,' contains input fields for personal information and a 'SAVE' button. Green callout boxes with numbers 1, 2, 3, and 4 point to the 'EDIT PROFILE' button, the 'Your Profile' section, the 'SAVE' button, and the 'Need Support?' link, respectively.

Welcome,

The organization you are currently associated with is test organization.

If you work with multiple organizations, [click here to add a new organization to your account.](#)

Celgene is now part of Bristol-Myers Squibb creating a leading biopharma company positioned to help address the needs of patients with serious diseases. Funding requests may continue to be submitted via the current BMS processes until further notice.

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In addition, we are currently updating our FAQs, which will be updated on or about December 15, 2019. Any questions can be submitted to [grantsandgiving@bms.com](mailto:grantsandgiving@bms.com).

The Online Letter of Request consists of the following sections, each of which must be completed for your proposal to be considered:

1. Contact Information
2. Organization Information
3. Letter of Request
4. Attachments
5. Certification

Once completed, all Letters of Request created are immediately submitted to Bristol-Myers Squibb.

Your Profile

\* indicates required field

\* First Name:

\* Last Name:

\* Telephone Number:

\* E-mail Address:

Change E-mail

Change Password

SAVE CANCEL

[Need Support?](#)

1

Pour apporter des modifications à votre profil, cliquez sur « EDIT PROFILE » (MODIFIER LE PROFIL).

2

Ici, vous pouvez apporter toutes les modifications nécessaires.

3

Lorsque vous avez terminé, cliquez sur « SAVE » (ENREGISTRER), en bas de l'écran.

4

Cliquez sur « return to the home page » (Revenir à la page d'accueil) pour continuer le processus de demande.





# Lettre de demande



Page d'accueil



Coordonnées de la ou des personnes à contacter



Informations sur l'organisation



Lettre de demande



Pièces jointes



Attestation



Vérification et soumission de la demande



# Page d'accueil

Pour commencer une Nouvelle demande, cliquez sur le lien « [Start a New Letter of Request](#) » (Commencer une nouvelle lettre de demande) de la page d'accueil.



Toutes les demandes de dons d'entreprise et IME peuvent être déposées tout au long de l'année, excepté pour les lettres de demande qui répondent à une **demande de proposition ou demande de formation** spécifique avec une date limite de soumission.



# Coordonnées de la ou des personnes à contacter

Cette section vous permet de sélectionner toutes les personnes qui recevront du courrier pour cette demande.

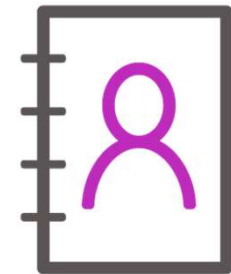
The screenshot shows a web application interface with a navigation bar containing 'Welcome Page', 'Contact Information', 'Organization Information', 'Letter of Request', 'Attachments', and 'Certification'. The 'Contact Information' page is active. It features a 'Match' checkbox with the instruction 'Check the box to associate this individual with this application.' Below this are input fields for 'Name: (Unknown)', 'Telephone Number:', and 'E-mail Address:'. A red asterisk indicates required fields. At the bottom, there are 'SAVE AND PROCEED' and 'CREATE NEW' buttons, and a 'Need Support?' link. Three green callout boxes with numbers 1, 2, and 3 point to the 'Match' checkbox, the 'Name' field, and the 'CREATE NEW' button, respectively.

1 Vous pouvez sélectionner plusieurs personnes qui recevront du courrier à propos de cette subvention.

2 Cliquez sur « Create New » (Nouveau) pour ajouter des contacts.

- Une fois les coordonnées d'une personne ajoutées, elles seront conservées dans cette section.

3 Pour supprimer un Contact cliquez sur le nom de la personne puis, lorsque vous y êtes invité(e), cliquez sur « delete contact » (Supprimer le contact).



# Informations sur l'organisation

Cette section pose différentes questions sur votre organisation.

WELCOME PAGE CONTACT INFORMATION ORGANIZATION INFORMATION LETTER OF REQUEST ATTACHMENTS CERTIFICATION LOGOUT

Organization Information \* Indicates required field

\* Legal Name Please provide the Legal Name of the Organization.

\* Country

\* Address

\* City

State

Zip

\* List of Board Members, Principals and/or Key Executives Please provide the first and last names of your organization's current board members, principals and key executives. With each individual's name, please include the company they work for, if applicable.

ADD TO LIST

REMOVE FROM LIST

\* Website Address

Cette section affiche/ recueille des informations concernant votre organisation. Veuillez fournir les informations tel qu'indiqué sur la demande.



REMARQUE : l'organisation qui effectue la demande DOIT être l'organisation bénéficiaire.

# Lettre de demande

Cette section recueille les détails de la demande de financement.

LOGOUT

Welcome Page   Contact Information   Organization Information   **Letter of Request**   Attachments   Certification

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Letter of Request

\* Indicates required field

**We reserve the right to reject application if the information provided is not complete.**

\* Request Title

\* Request Start Date Anticipated meeting start date or launch date for enduring/online/recurring programs.

\* Request End Date

\* Currency type for funds being requested:

\* Total Amount of funding being requested from BMS: Amount being sought from BMS for this request

\* Charitable? Can any portion of the funds being requested be considered a charitable donation?

\* Total budget amount: The total budget for this request including funds being sought from BMS

\* Where is the proposed request being implemented? *Include Country/Geographic region. For Live programs, please include venue site(s), if applicable.*  
  
(2000 character maximum)

\* Therapeutic Area of Request (?) Please select all applicable Therapeutic area of Request.

Remplissez les champs de la lettre de demande conformément aux instructions. Les lettres de demande incomplètes seront rejetées sans être examinées.



# Pièces jointes

Tous les documents **DOIVENT** être téléchargés au format PDF.

LOGOUT

Welcome Page    Contact Information    Organization Information    Letter of Request    **Attachments**    Certification

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## Attachments

\* Indicates required field

Attachments support your application and provide BMS with the information to make a speedy decision on your funding request. Also, please note that the BMS logo should not be used in Brochures or any other communication until funding request is approved and a Letter of Agreement is signed.

Budget Form (if providing budget)	Provide Budget details to help BMS understand how the request funds will be utilized. <a href="#">Click here</a> to access the BMS Budget template. If you need assistance in completing the budget template, <a href="#">click here</a> for a step by step instruction guide. Please note that a Budget Form is mandatory for Independent Medical Education requests. <i>Must be in PDF format.</i>
	<input type="button" value="UPLOAD FILE"/>
Agenda/Curriculum	For a live (physical or online) program, please provide an agenda with detailed timelines. <i>Must be in PDF format.</i>
	<input type="button" value="UPLOAD FILE"/>
Sponsorship Packet	If applicable, please provide a sponsorship prospectus for your request. <i>Must be in PDF format.</i>
	<input type="button" value="UPLOAD FILE"/>
Full Proposal	If applicable, provide a detailed proposal for your funding request. <i>Must be in PDF format.</i>
	<input type="button" value="UPLOAD FILE"/>
Other Attachments	Any other supporting documents you think may help in reviewing your funding request. <i>Must be in PDF format.</i>
	<input type="button" value="UPLOAD FILE"/>

[Need Support?](#)



# Attestation

Dans cette section, il vous est demandé de lire les énoncés de l'attestation et de déclarer que vous les acceptez.

LOGOUT

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Certification \* indicates required field

I am fully authorized to submit this request on behalf of the requesting organization and any partner organization, and I affirm that all responses and information provided in response to this application are truthful, accurate and complete.

I acknowledge that grants made by BMS must not in any way be connected to, or conditioned upon, any prescribing, purchasing, or recommending any product manufactured or marketed by BMS.

I acknowledge that submission of a request for a BMS Charitable Giving or an educational grant does not mean that the request will be funded by BMS, and that only a BMS grant review committee can approve funding of such requests.

I understand that BMS cannot and will not commit to process any request within a specific period of time. I understand that in certain instances where BMS decides to make a grant, the company may choose to award that grant in installments and/or for a lesser amount than the original request.

Bristol-Myers Squibb Company, 345 Park Avenue 10150 NY, New York, USA needs to collect personal information for processing your organization's request. The information collected will be incorporated into a secure database hosted in the USA by our vendor CyberGrants and shared with the Bristol-Myers Squibb affiliated [company](#)\* in your country for request approval. Both CyberGrants and Bristol-Myers Squibb Company provide an adequate and compliant protection of your personal information with European and national privacy legislations through through execution of Standard Contractual Clauses adopted by the European Commission. You may request more details about the personal information we hold about you in our grants system and modify or update incorrect information, as well as object to the processing of your personal information for the purposes set out in this registration form.

Please email [support\\_grantsandgiving@bms.com](mailto:support_grantsandgiving@bms.com) with any queries on the processing of personal information.

\* AS A CONDITION TO THE SUBMISSION OF YOUR REQUEST, PLEASE READ AND INDICATE AGREEMENT BY CERTIFYING THE ABOVE STATEMENT.     I Certify

**SAVE AND PROCEED**

1

Si vous acceptez tous les énoncés fournis sur cette page et les « Terms and Conditions » (Conditions générales), cochez la case « I Certify » (Je certifie) pour continuer.

2

Veillez noter que : les lois sur la protection de la vie privée s'appliquent à tous les candidats non américains.



# Vérification et soumission de la demande

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Incomplete Application \* Indicates required field

**You have not filled in the following required fields. Click on the section name to return to that section and then provide valid responses to the following questions. These fields must be completed in order to submit your application**

[Contact Information](#)

- First Name
- Last Name
- E-mail Address

[Organization Information](#)

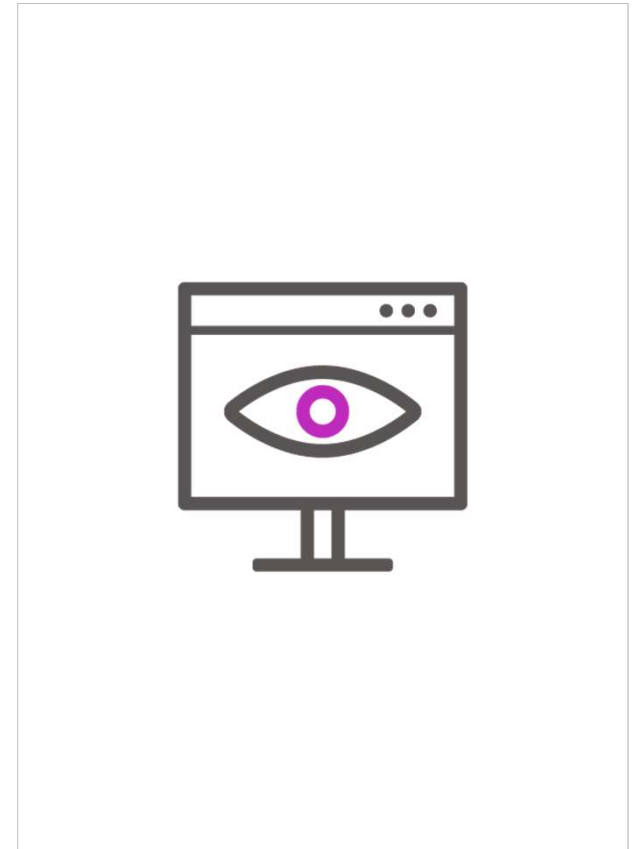
- Address
- List of Board Members, Principals and/or Key Executives
- Website Address
- Mission statement and purpose
- Is your organization a non-profit or non-governmental organization (NGO)?
- Is the organization Accredited?
- State

[Letter of Request](#)

- Request Title
- Request Start Date
- Request End Date

## Demande incomplète

- 1 Sous l'en-tête de chaque section, le système identifiera le(s) champ(s) qui est/sont incomplet(s).
- 2 Remplissez les champs manquants en revenant sur chaque section et en ajoutant les informations manquantes.
- 3 Vérifiez l'exactitude de toutes les informations que vous avez saisies.
- 4 Soumettez la demande lorsque vous avez terminé.





# Soutien pour les demandes

Pour obtenir de l'aide pour votre demande, suivez la procédure ci-dessous :

1 Cliquez sur le lien « Need Support? » (Besoin d'aide ?) en bas de la demande.

[Need Support?](#)

2 Consultez les questions déjà répertoriées. Si vous avez d'autres questions, cliquez sur le lien « I still have a question » (J'ai une autre question).

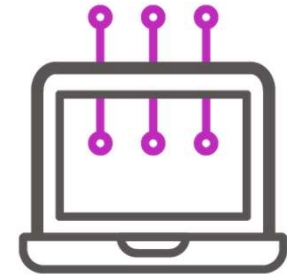
How do I upload a file? +  
How will I know if you received my application? +  
What does it mean I must select the lowest level? +  
If an answer has a character maximum, what characters are included? +  
[Back To Top](#)  
• [I still have a question](#)

3 Remplissez le formulaire en posant votre ou vos questions.

Support Request

\* First Name:  \* (required)  
\* Last Name:   
\* Telephone Number:   
\* Email Address: Please enter your e-mail address. e.g. yourname@yourdomain.com.   
\* Confirm E-mail Address: Please enter your e-mail address. e.g. yourname@yourdomain.com.   
\* Organization Name: Please enter the legal name of your organization.   
\* Organization Address:   
\* Organization City:   
\* Organization State/Province:   
\* Organization Zip/Postal Code: Please enter your organization's zip code or postal code (required if your organization is located in the U.S.).   
\* Organization Country:   
Tax ID/Charity ID (if applicable):

4 L'équipe de soutien vous répondra sous 24 à 48 heures.



Consultez les FAQ sur le site internet des subventions et dons de BMS :

- Lien : <http://www.bms.com/responsibility/grantsandgiving/support/Pages/Resources.aspx>

Pour les questions autres que des questions de soutien, envoyez un courriel à l'adresse : [grantsandgiving@bms.com](mailto:grantsandgiving@bms.com)