ACIP GUIDELINES - 2019 SESSION

OBJECTIVES

Institut Pasteur Paris intends to encourage the development of new collaborations between the entities of institutes of the Institut Pasteur International Network (IPIN) (including Institut Pasteur Paris) through the ACIP call. This call will support collaborative projects in the field of research and in public health actions, using Institut Pasteur's own funds.

The ACIP call concerns pilot projects based on an original idea concerning an unexplored or insufficiently explored public health problem that could have an impact on human health. Projects must be based on a scientific hypothesis, in connection with the following areas of the IPIN:

- Emerging Infectious Diseases,
- Antimicrobials and Antimicrobial Resistance.

In a second step, it will lead to a more important project to be submitted to local, national and international funding agencies, such as ANR, PTR, European Union, Gates, Wellcome Trust,…, among others.

ELIGIBILITY CRITERIA

- The proposal requires the collaboration of at least three institutes from IPIN (including Institut Pasteur Paris).
  - One of the consortium partners must be an entity from Institut Pasteur Paris.
  - One of the consortium partners must be an entity headed by a young researcher (no more than 8 years experiences after PhD completion at the starting date of the ACIP project (Oct 1st, 2019)). In case of a young woman researcher, her maternity leave will provide her with one year derogation.
- The coordinator must be a permanent scientist and will be the single point of contact for the entire consortium. She/He will be responsible for the project management, the follow-up and the execution of the project at scientific and administrative levels as well as the preparation of reports.
- The proposal budget cannot exceed €50,000 and the budgetary criteria must be respected.
- The team leaders of the consortium must sign the annex V as well as the heads of IP entities.
- The participation of external teams, especially hospital partners, having their own funding, is strongly encouraged.
BUDGET - DURATION

- Budget: up to €50,000, including:
  - Missions (Coordination meetings, training and fields missions)
  - Running costs
- The maximum duration of the project will be 24 months with possibility of an extension (maximum one year) without additional funds.
- The granted budget will be in accordance with the type of the project proposal (see objectives) and should be detailed and justified accordingly (see annex).
- The ACIP funding can be used for small equipment up to a maximum of €3,000 per project and cannot be used for the purchase of any other equipment or purchase of computers.
- The ACIP funding cannot be used for personnel costs, except for field mission costs (e.g. supervision of sampling or the sampling itself).
- **No overhead expenses are permitted.**

SELECTION CRITERIA

Each project will be evaluated by international experts in the field. Then each project will be analyzed by a selection committee composed of members of the Direction and Scientific Board, directors of the Institut Pasteur Scientific Department (or their representatives) and directors of IPIN, members of International Direction, members of the Technology Transfer & Industrial Partnerships Department, and other experts from the Institut Pasteur Paris campus.

The proposals will be selected on the following criteria:
- scientific relevance (in terms of progress with the state of the art and international competitiveness)
- the originality of the scientific approach to answer to a well-defined hypothesis (quality of project construction and coordination)
- the quality, the relevance of the consortium and the complementarity between the research teams
- feasibility of the project over a 24 months period
- the scientific perspectives and/or the benefits in terms of human health
- its potential to evolve towards a larger project.

ETHICAL AND REGULATORY COMPLIANCE

Research activities in ACIP should respect fundamental ethical principles and comply with regulatory requirements.

**If the proposed work involves any of the following cumulative biomedical activities:**

(i) Collections or analysis of samples or biological derivatives of human origin,
(ii) Collection or analysis personal data related to patients or healthy individuals (note: personal data are information of any kind which can be linked directly or through a code to someone)
(iii) Performance of any biomedical investigation involving directly humans (patients or healthy individuals),

the coordinator with the help of the concerned ACIP partners must ensure that the project complies with any applicable ethical principles and local regulatory requirements and that appropriate clearances have been obtained from relevant competent committee(s) or authority(ies) before performance of these activities. **No project can start without ethical and regulatory clearance.**
Please note that:
- The grant application file of any project foreseeing any of the above biomedical activities should include the Biomedical Research Form (see Annex VI below)
- Advice about applicable ethical principles and regulatory requirements could be sought from the CRT-opendesk, or from the Ethics unit or from the CRT Clinical Core, but also from your ACIP foreign partners if applicable.
- For any ACIP-funded project with biomedical activities that has been submitted without any prior contact with the open-desk, the scientists will have to present their proposal at the CRT open desk. The date of the dedicated CRT open desk session for this presentation will be communicated along with the results of the call.
- Any project including biomedical activities concerning individuals from any middle and low income country and sponsored by the Institut Pasteur (Paris, France) must be ethically reviewed by the Institut Pasteur Institutional Review Board (irb@pasteur.fr) before any local ethical or regulatory submission.

Tips: The sooner you anticipate timelines and budget related to achieve this compliance, the easier the project compliance and performance will be.

- **Experiments on animals:**
The partners to the collaborative project must comply with all applicable laws & regulations related to animal experiments:

For Institut Pasteur (Paris): go to the following link
http://webcampus.pasteur.fr/jcms/c_217539/autorisation-des-projets-evaluation-ethique ;
http://webcampus.pasteur.fr/jcms/c_97369/legislation

For the other Institutes that use laboratory animals for research, please contact your Institutional Animal Care.

**POTENTIAL INNOVATION**

All the funded ACIPs will be monitored with the help of Direction des Applications de la Recherche et des Relations Industrielles/Technology Transfer & Industrial Partnerships Department (DARRI) at Institut Pasteur (Paris). The project coordinator/partners shall promptly inform ACIP team of any potential innovation, before any kind of disclosure in any form is made. ACIP team in collaboration with DARRI shall advise the project coordinator/partners to ensure the protection of the potential innovation. DARRI shall manage the protection of the potential innovation.

**REPORTING**

At midterm, a scientific report will be sent to the ACIP team that will highlight the project progress. It can possibly report on the difficulties encountered and the solutions implemented to overcome them.

An extension (maximum one year) without additional budget may be granted, exceptionally, on the basis of the results achieved and their importance.

A final scientific report will be sent at the end of the project including the list of publications (submitted and in preparation) and oral presentations. This report will be evaluated by a scientific committee that will judge the achievement of the objectives announced. A financial report will also be requested at the end of the project.

contact : acip@pasteur.fr
Publications and oral presentations must acknowledge the financial support from Institut Pasteur Paris. The publications and presentations must include the following phrase: *This work was supported by an ACIP grant N° from the Institut Pasteur Paris.*

Any team leader who has been granted an ACIP under the present call for proposals and fails to submit a final report in the required deadlines will not be eligible for a period of two years under the ACIP call for proposals for submission of applications.

**PROPOSAL SUBMISSION**

There will be a one-stage procedure for applications, i.e. submission of full proposal at once. This application is only submitted online. All information contained in the proposal shall be considered confidential.

Application includes mandatory attached files:
- Research proposal form (including Annexes I to V)
- Financial Request Form
- Annex VI - Biomedical Research Form (mandatory only for proposals with biomedical research component)

**SUBMISSION DATE AND TIME**

Timetable:
- Publication of call: December 7th, 2018
- **Deadline for submission of proposals: February 15th, 2019 at 6pm (Paris time)**
- Evaluation of proposals: May or June, 2019
- Starting date: October 1st, 2019

For any question about this call, please contact the ACIP team at the following address: acip@pasteur.fr

**ACIP Team:**
- **Incentive Scientific Programs Division (SPIS):**
  - Mallory Perrin-Wolff: Head of Incentive Scientific Programs Division
  - Geneviève Janvier: Coordinator of ACIP program
  - Sylvie Gratepanche: Coordinator of PTR program
  - Françoise Collonnier: Administrative contact

**Institut Pasteur International Network association:**
- Kathleen Victoir

**International Direction:**
- Koussay Dellagi