



Kick-Off meeting

May 6th – Day 0

Arrival of attendees

May 7th – Day 1

Formal Kick-off, administration and governance

Meeting place: Hotel RAMADA Plaza (Tunis, Tunisia)

- 9:00 – 9:30 **Registration**
- 9:30 – 9:40 **Welcome**
Hechmi Louzir, IP Tunis Director
- 9:40 – 10:10 **Project Overview**
Gérald Spaeth, Scientific coordinator
- 10:10 – 10:30 **Administrative aspects of RISE projects – Project management team Pasteur**
Maëlle Pichard, Project manager
- 10:30 – 10:50 **Coffee Break**
- 10:50 – 11:25 **Administrative requirements for hosting secondment – Secondments organization**
- Ludwig Ensminger, Trainee – IP
 - Negar Seyed, Project manager – IPI
 - Gert Van der Auwera, Project manager – ITM
 - David Piquemal, PI – ACOBIOM (*par Skype*)
 - Meryem Lemrani, PI – IPM
 - Hayet Mhenni, Project manager – IPT
 - Vit Dvorak, PI – CU
 - Ali Harandi, PI – UGOT
 - Naouel Eddaikra, PI – IPA
- 11:25 – 11:40 **Financial aspects of the RISE project** – Maëlle Pichard, Project manager
- General aspects
 - Reporting partner-organisation – declaration of secondment
- 11:40 – 12:00 **Ethical aspects of the Leishield-MATI project**
Vania Rosas Magallanes, Ethical aspects referent
- 12:00 – 13:00 **Lunch**



- 13:00 – 14:30 **Work Packages Summary & Discussion – Secondments related**
(10 minutes presentation by each WP leader, each followed by 5 minutes of discussion)
- 13:00 **WP 1** Standardization of sampling procedures, *Leishmania* isolation and characterization, and HTseq analysis – IPT (Karim Aoun)
- 13:15 **WP 2** - Correlation of genomic changes in *Leishmania* field isolates to different clinical manifestations – IP (Giovanni Bussotti)
 - Correlation *Leishmania* genome/clinics: why should we avoid isolates? – ITM (Gert Van der Auwera)
- 13:45 **WP 3** Region-specific *Leishmania* transmission cycle and its impact on parasite heterogeneity and hybridization – CU (Vit Dvořák)
- 14:00 **WP 4** Systems analysis of innate and acquired immune responses to CL – UGOT (Ali Harandi)
- 14:15 **WP 5** Social impact of CL in the endemic regions and knowledge transfer – IPT (Fatma Guerfali)
- 14:30 **WP 6** Project management, dissemination and exploitation – IP (Gérald Spaeth)
- 14:45 – 18:50 **Staff profile presentations per organization and activities within the project**
- 14:45 **Institut Pasteur** – Gérald Spaeth and Maëlle PICHARD
(10 minutes presentations of the staff member profile, 10 minutes link within each WP – deliverables)
- 15:05 **IPI** – Sima Rafati
(20 minutes presentations of the staff member profile, 20 minutes link within each WP – deliverables)
- 15:45 **ITM** – Gert Van der Auwera
(10 minutes presentations of the staff member profile, 10 min link within each WP – deliverables)
- 16:05 **ACOBION** – David Piquemal
(10 minutes presentations of the staff member profile, 10 minutes link within each WP – deliverables)
- 16:05 – 16:20 **Coffee Break**
- 16:20 **IPM** – Meryem Lemrani
(15 minutes presentations of the staff member profile, 15 min link within each WP- deliverables)
- 16:50 **IPT** – Hechmi Louzir
(20 minutes presentations of the staff member profile, 20 minutes link within each WP- deliverables)
- 17:30 **CU** – Vit Dvořák
(10 minutes presentations of the staff member profile, 10 minutes link within each WP- deliverables)
- 17:50 **UGOT** – Ali Harandi
(10 minutes presentations of the staff member profile, 10 minutes link within each WP- deliverables)
- 18:10 **IPA** – Naouel Eddaikra
(20 minutes presentations of the staff member profile, 20 minutes link within each WP- deliverables)

Free evening



May 8th – Day 2

Formal Kick-off, work plan and time lines

Meeting place: Hotel RAMADA Plaza (Tunis, Tunisia)

09:00 – 11:30 **Working groups by Work Package (work plan, personnel, timelines)**

WP 1 Standardization of sampling procedures, *Leishmania* isolation and characterization, and HTseq analysis – IPT (Karim Aoun)

WP 2 Correlation of genomic changes in *Leishmania* field isolates to different clinical manifestations – IP (Giovanni Bussotti)

WP 3 Region-specific *Leishmania* transmission cycle and its impact on parasite heterogeneity and hybridization – CU (Vit Dvořák)

WP 4 Systems analysis of innate and acquired immune responses to CL – UGOT (Ali Harandi)

WP 5 Social impact of CL in the endemic regions and Knowledge Transfer – IPT (Fatma Guerfali) and IP (Maëlle PICHARD)

11:30 – 12:30 **Finalisation by the Work Package leaders of the secondments by WP (update of the secondment table for presentation)**

12:30 – 13:30 **Lunch**

13:30 – 15:00 **Timeline and names of the secondments participants per Work Package**

13:30 **WP 1** Standardization of sampling procedures, *Leishmania* isolation and characterization, and HTseq analysis – IPT (Karim Aoun)

13:45 **WP 2** Correlation of genomic changes in *Leishmania* field isolates to different clinical manifestations – IP (Giovanni Bussotti)

14:00 **WP 3** Region-specific *Leishmania* transmission cycle and its impact on parasite heterogeneity and hybridization – CU (Vit Dvořák)

14:15 **WP 4** Systems analysis of innate and acquired immune responses to CL – UGOT (Ali Harandi)

14:30 **WP 5** Social impact of CL in the endemic regions and Knowledge Transfer – IPT (Fatma Guerfali) and IP (Maëlle PICHARD)

14:45 – 15:20 **Coffee Break**

15:20 – 16:00 **Research Decentralization and Synapse Features**

Brian Bot, Senior scientist and Community manager (Sage Bionetworks)

16:00 – 16:10 **Take home message and information on the next meeting**

Maëlle Pichard, Project manager

16:10 – 16:20 **To do list in the coming months**

Gérald Spaeth, Scientific coordinator

16:20 – 16:30 **Conclusion of the meeting**

Hechmi Louzir, IP Tunis Director

19:30 Meeting and departure for Gala dinner

20:00 **Gala dinner** (restaurant to be announced later)



May 9th – Day 3

Training session on project preparation and project management

Meeting place: Hotel RAMADA Plaza (Tunis, Tunisia)

09:15 – 09:30 **Presentation of the Grants office and its organization at Institut Pasteur**

Natalia Martin, Head of the Grants office

09:30 – 11:45 **How to write a competitive proposal – Scientific writing**

Natalia Martin, Maëlle Pichard & Vania Rosas Magallanes, Grants office (IP Paris)

- Influencing the funders (EC, national funding agencies, international foundations)
- How to write a proposal with chances of success:
 - Match your description of work with funder requirements;
 - Address eligibility, administrative and regulatory requests of each call (including Ethics)

10:30 – 10:45 **Coffee Break**

10:45 – 11:45 How to write a proposal with chances of success (continuation):

- Organize the description of work in workpackages, tasks, deliverables and milestones, and make it easy to understand for the evaluators and the funders: Gantt and Pert preparation;
- Plan a realistic and balanced budget in adequacy with the proposed research work.

11:45 – 13:00 **Lunch**

13:00 – 15:00 **Visit to the Institut Pasteur de Tunis**

15:00 – 16:00 Working groups for a case study of a proposal preparation

16:00 – 16:30 Restitution and discussion

16:30 – 16:45 **Coffee Break**

16:45 – 17:30 **National grants strategy – Management of a major national grant** (LabEx case study)

Vania Rosas Magallanes, Project manager

- Managing progress against milestones/project plan
- Balancing quality, time and costs
- What to do if things don't go as planned

Free evening

May 10th

Departures or Sightseeing (Carthage Site, Carthage National Museum, Le Bardo National Museum, Sidi Bou Said Village, etc)

