

# MOOC and e-learning courses

## Call for course proposals

### **COURSE DESCRIPTION**

Teaching and training are an essential part of the work of each member institute of the Pasteur International Network Association (PINa).

The international courses have the objectives of responding to research and public health priorities at the global and regional levels, providing top-level training to scientists at different stages of a scientific career, and strengthening scientific relationships between scientists within the Network and with other institutions.

Each year the Pasteur International Network Association issues a call for proposals for 10 to 20 courses and training workshops aimed at post-graduate students and young scientists from the Network and any other research institutions (universities, public health agencies, governmental organisations, etc.).

Course coordinators are invited to submit their complete proposals by the **15<sup>th</sup> of April, 2021**.

### **COURSE GUIDELINES**

**For a successful application, we encourage you to read the following guidelines carefully.**

#### **Application steps**

- 1. Submission of proposals, deadline: 15<sup>th</sup> of March**  
Proposal authors are requested to submit their course online.
- 2. Evaluation by the selection panel, deadline: 30<sup>th</sup> of May**  
The proposals will undergo an evaluation by external experts who will submit their appreciations to the selection committee.
- 3. Recommendations and selection will be communicated to the RIIP Educational Advisory Committee for final confirmation.**
- 4. Communication of results: end of June**  
Results will be communicated to the Board of Directors of the Pasteur International Network Association during the board meeting in June.  
Subsequently, applicants will be notified accordingly: a) accepted proposal; b) accepted proposal subject to certain modifications; c) rejected proposal in case it is not in line with PINa's institutional goals, quality standards, etc.

#### **Objectives to be met by the proposed courses**

- Provide additional training to scientists at different stages of their scientific careers.
- Strengthen scientific relationships between scientists within the Network.
- Respond to research and public health priorities in different parts of the Network.
- Strengthen training on strategic scientific and structural axes.
- Bring together world leaders and young researchers for discussion and generation of innovative projects. Increase the awareness of other top institutions in emerging fields.
- Develop partnerships with Universities and encourage graduate courses.

### Type of courses

- **Coordinated actions between institutes** will be especially encouraged.
- **Postgraduate courses** The focus should be on training young scientists on selected topics with top-quality lectures on topics responding to the three following priority areas of the IPIN:
  - i. Biological sciences, public health, and allied sciences including relevant methods and technologies
  - ii. General training for researching an international environment (e.g. ethics,...)
  - iii. Wider scientific career development (e.g. technology transfer, innovation, ...)
- **Structural courses:** e.g. ethics, grant writing, quality management, technology transfer.
- **Technical workshops:** these might be a first introduction to cutting-edge techniques.

The courses should be for scientists, engineers, and senior technicians. Priority will be given to candidates from the Network (minimal 50%) and external candidates upon selection.

### Selection criteria

#### **General criteria**

- The main criteria for selection are the quality of the course (topics, organization) and the team of teachers/instructors.
- Priority will be given to courses conducted in/through an institute from the Network.
- It is mandatory to involve local trainers/speakers

#### **Funding criteria**

- Funding for the course must be justified and in line with the format submitted.
- Duration: For MOOCs, it is recommended to deliver the content in 4 to 6 chapters with 4 to 7 sessions each.
- The Pasteur International Network Association will provide a maximum of **90%** of the total budget of the course. Applicants are encouraged to supplement their budget through external fundraising.
- Courses with a max. outreach can apply for a maximum budget of 50 000 €.

#### **Payment of the funds**

- 85% of the awarded funding will be sent by wire transfer to the organizing institute, after reception of the invoice, 3 to 4 months before the course.
- 15% will be transferred after reception of the course full report (see course report section).

### Eligible expenses

Eligible expenses for funding are:

- Production of course material
- communication fees,
- local transport cost
- rent of the MOOC studio – digital platform costs
- technical team (production, upload, ...)
- Monitoring and evaluation material
- Technical test
- Digital advertising
- Q&A design

### **Non-eligible expenses**

Non-eligible expenses for funding are:

- Overheads or indirect costs
- Payments to teachers/instructors and students (incl. per diem)
- Equipment
- Rental (of premises) in an Institute of the Network.

By “ineligible expenses” we mean that the cited items will not be taken into account as direct expenses on PINa funding. The in-kind participation of the receiving Institute may be valued as co-funding.

Should the applicant have any questions or doubt about other direct costs, PINa should be contacted for clearance.

### **Courses report**

A technical and financial report shall be sent one month after the end of the course. It should include the following:

- Information about the course’s general organization, the selection procedure of the participants
- The course programme and teachers’ / instructors’ participation
- Participants list (names, nationality, and affiliation)
- Global appreciation about the participants’ level
- Participants evaluation process
- List of the distributed documents
- Summary of the participants satisfaction survey

The transfer of the 15% balance of the awarded funds by PINa is subject to the reception of the full report.

### **Reimbursement**

In case the overall awarded funds by PINa have not been used, the remaining funds will have to be reimbursed to PINa.