

VADE-MECUM

of the reConnect Institute

The objective of this document is to facilitate an understanding of the concepts related to the creation of the reConnect Institute (IHU reConnect):

1. For reConnect **Founding Members and Partners**, to ensure a mutual and shared understanding of concepts and definitions, as well as the associated implications and consequences to streamline interactions.
2. For internal use by all **services of the Institut Pasteur (IP)**, as a founding member, the project coordinating institution for the ANR, and the hosting foundation for the reConnect Institute.
3. For all **reConnect Contributors**, to help them understand the scope of their participation, as well as the rights and responsibilities associated with their collaboration within the framework of the reConnect Institute.

« What is the reConnect Institute? »

The reConnect Institute (or IHU reConnect) is one of the 12 winners of the University Hospital Institutes call for projects under the France 2030 investment plan, aiming to create future centers of excellence in research, care, prevention, training and technology transfer in the healthcare field.

Created in 2024, the reConnect¹Institute brings together key players in hearing health and speech disorders to improve their detection and management. A center of excellence in this field, it aims to move from compensatory to restorative medicine over the next decade, thanks to scientific discoveries made over the past twenty years in the fields of genetics and neuroscience. The reConnect Institute is a foundation hosted by the Institut Pasteur, supported by the Hearing Institute, a center of the Institut Pasteur, in collaboration with the Fondation Pour l'Audition, 'AP-HP, Université Paris Cité and Inserm, founding members of the IHU.

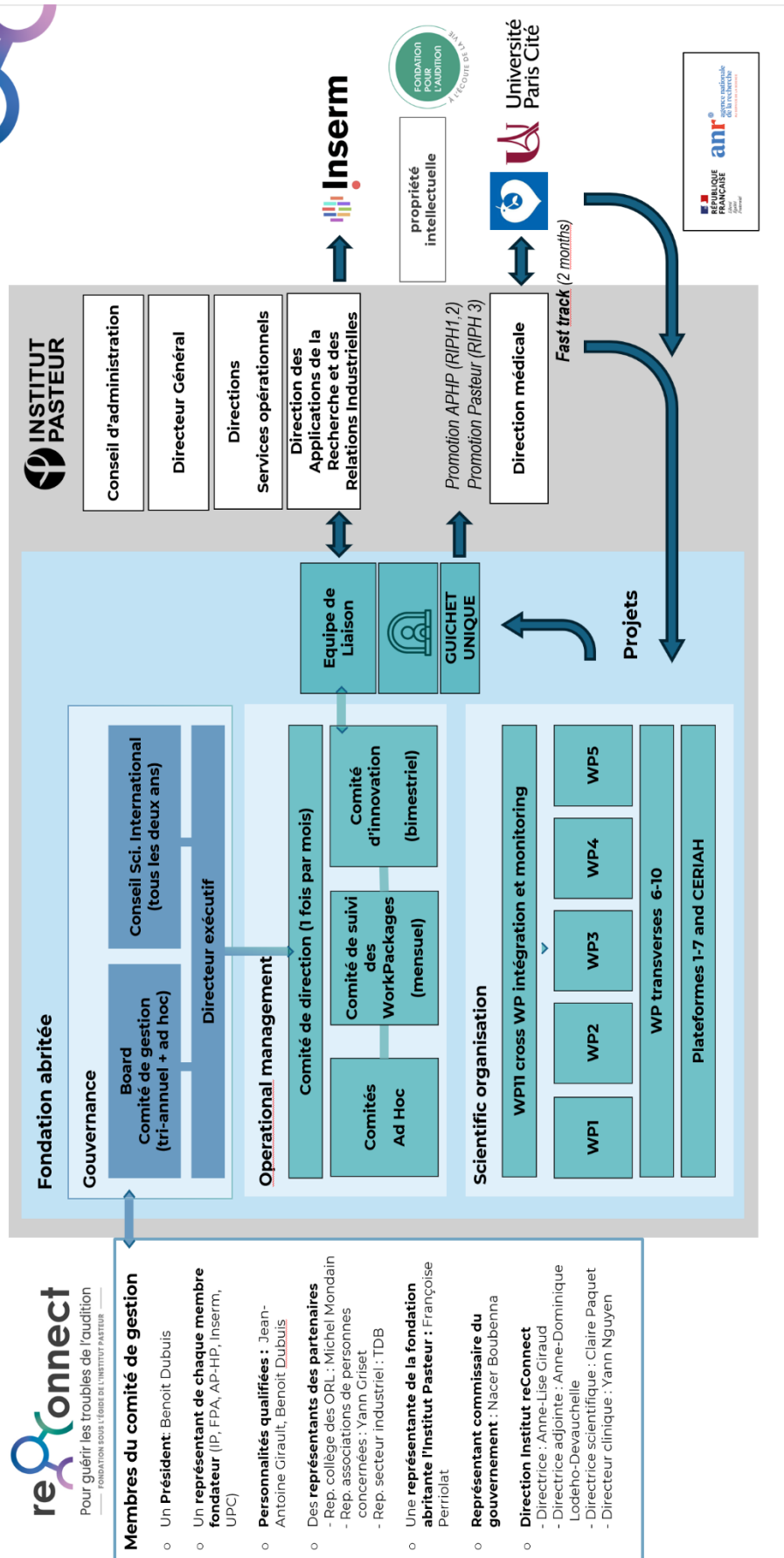
ReConnect is one of the three projects to have obtained the most significant funding. However, this budget only covers a portion of the costs (~15%) related to this ambitious project; it makes its launch possible as well as the internal structuring to ensure its sustainability. The France 2030 funding, however, is a guarantee of the project's quality and the confidence of the government; it provides notoriety and a « label » to the reConnect Institute stakeholders, thus facilitating the raising of the necessary additional funds.

Gaining visibility and building a community is the responsibility of all reConnect Institute stakeholders in order to leverage recent and future scientific and clinical advances in a virtuous acceleration trend. This commitment aims to enable their real and rapid impact on society through training, improved prevention and diagnosis, and the development of new therapies.

¹ Nota bene: The reConnect Institute is a foundation without its own legal personality, hosted by the Institut Pasteur (IP) which has a triple role and commitment: founding member, coordinating institution, and hosting foundation for the reConnect Institute.

The internal organization of the hosted foundation and its governance are outlined on the following page.

Organisation interne & Gouvernance



« What is a reConnect Institute **Work Package**? »

A Work Package (WP) is a set of defined tasks and objectives to be accomplished within reConnect.

The definition of WP allows us to:

- Break down the overall project into major activities and monitor them more closely from a scientific, operational, administrative and financial perspective.
- Clarify the concrete expectations of the overall project through the deliverables defined for each WP.
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ReConnect is structured as follows (see *Figure 1*):

- 5 « scientific » WPs, each focused on a specific theme (specific pathology(ies))
- 6 « transversal » WPs, which group together tasks from different related fields and provide operational support to the « scientific » WPs.

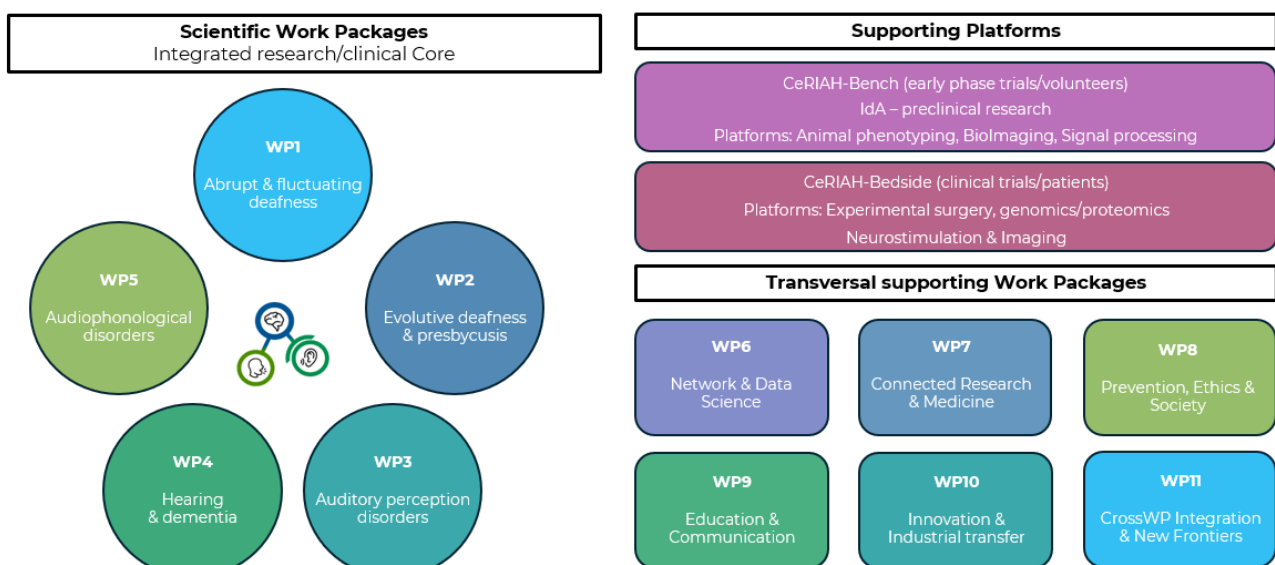


Fig 1 : Organization of reConnect into Work Packages and Platforms

« Work Package leaders » (WP leaders) have been designated. They ensure the good implementation of their WP's tasks and the achievement of objectives. They are also responsible for precisely defining the distribution of tasks within the WP, determining who works on what in the projects, and specifying the participation of each « Contributor ».

« What is a reConnect Institute Contributor? »

A « **reConnect Institute Contributor** » is any person who participates in the design and/or implementation of reConnect projects, as part of one of its Work Packages (WPs), under the leadership and responsibility of one or more WP leaders. A reConnect Contributor is also any person whose activity is directly related to the implementation and facilitation of reConnect projects, including outside of a WP (e.g., administrative functions, support, etc.).

Any Contributor may:

- Benefit from the « IHU label » when applying for funding or other opportunities;
- Receive internal communications and benefit from the community 's dynamics;
- Benefit directly from France 2030 funding as part of their activities, subject to validations by the WP leader involved or reConnect Management;
- Use the logo and highlight it and its affiliation with reConnect in all of its activities related to the reConnect Institute;
- Provide, upon request, the necessary information relating to its status, funding, and activities as part of the monitoring of indicators to be submitted to the ANR.

All **Contributors** accept and sign the **reConnect Charter** upon receiving it after being included in the list of Contributors by a WP Leader.

The reConnect Institute's list of contributors is regularly updated by the WP leaders (WP by WP), who are responsible for implementing reConnect project, and by the reConnect Institute Management, which oversees the project's overall monitoring and smooth running.

In general, reConnect Institute Contributors do not need access to Institut Pasteur tools or premises to conduct experiments to fulfill their mission within reConnect.

If, on the other hand, they need to use Institut Pasteur IT tools and/or premises, they are referred to as « **connected** » **Contributors**.

« What is a « Connected » Contributor ? »

A « **Connected** » **Contributor** to the reConnect Institute is a Contributor whose role or mission requires the use of the reConnect coordinator's (Institut Pasteur) main IT tools – such as budget lines or interfaces to fulfill regulatory obligations – or the use of the premises and equipment of the Hearing Institute (IdA, Paris 12th arrondissement) or the Center for Research and Innovation in Human Audiology (CeRIAH, Institut Pasteur, Paris 15th arrondissement), or both.

Any Contributor employed or hosted with OREX status by the Institut Pasteur is a *de facto* « Connected » Contributor.

« Connected » Contributors employed by other institutions and companies must sign a **hosting agreement** or **service contract** with the Institut Pasteur to manage their hosting and secure the use of the tools.

« What is a reConnect Institute **Project**? »

« **reConnect project** » means any research project, mission, or activity monitored and managed within a WP, or a general mission within the reConnect Institute, aimed at achieving its objectives.

« What is a **Founding Member** of the reConnect Institute? »

The five Founding Members of the reConnect Institute are: Institut Pasteur*, AP-HP, Inserm, Université Paris Cité (UPC), et Fondation pour l'Audition (FPA).

They are all signatories to the agreement creating the sheltered foundation “IHU reConnect” hosted by Institut Pasteur and to the Consortium Agreement.

** The role of the Institut Pasteur for the reConnect Institute is threefold: in addition to being a Founding Member, Institut Pasteur is the Housing Foundation of the sheltered foundation, IHU reConnect, and coordinator of the reConnect project for the ANR. This confers additional rights and responsibilities on the other Founding Members.*

« What is a reConnect Institute **Partner**? »

A « **reConnect Partner** » is an entity within a public or private organization or institution that is not a signatory to the consortium agreement signed by the five Founding Members of reConnect. Several staff members and employees of this entity are closely involved in the design and/or implementation of research projects or specific missions on behalf of the reConnect Institute.

A natural person belonging to a « **reConnect Partner** », is, by definition, a « **Contributor** » to the reConnect Institute.

Depending on the situation, the relationship between the reConnect Institute and its Partners may be formalized through a **partnership agreement**.

Executive Director of the reConnect Institute

Anne-Lise Giraud