E2RA Course Fall 2021 to Spring 2022

Disclaimer: This detailed curriculum may slightly change by the time the E2RA sessions are presented.

	Day of the session	Duration
General Presentation of the E2RA course	9/14/21	1 hour
E2RA Pre-Award & Compliance Module		
Fundamentals E2RA Unit 1: BIOMEDICAL RESEARCH AT WCM, SPONSORS AND FUNDING MECHANISMS	9/21/21	1.5 hours
	9/28/21	1.5 hours
Chapter 1: Overview of the Biomedical Research at Weill Cornell Medicine		
Chapter 2: Sponsors and Award Types		
Fundamentals E2RA Unit 2: Understanding Funding Opportunities	10/5/21	2 hours
Chapter 1: Grants Life Cycle		
Chapter 2: Funding Opportunities at the NIH		
Advanced E2RA Session: How to help your PIs to find funding opportunities?	10/8/21	1.5 hours
Fundamentals E2RA Unit 3: BUDGET'S PREPARATION for Grants Applications	10/12/21	2 hours
	10/19/21	2 hours
	10/26/21	2 hours
	11/2/21	2 hours
Chapter 1: Introduction to Proposal Preparation		
Chapter 2: Building a Successful Budget		
Direct Costs/ Personnel costs / OTPS/ MTDC / Total costs		
Advanced E2RA Session: Practice on more complex budgets	10/29/21	2 hours
Fundamentals E2RA Unit 4: GRANT PROPOSAL SUBMISSION, JIT OVERVIEW	11/9/21	2 hours
	11/16/21	2 hours
Chapter 1: Additional Important Information and Documents for a Proposal sub-awards, consultants ...		
Chapter 2: Internal Proposal Review and Submission		
Chapter 3: Overview of the Just -in-Time Process at the NIH		
Advanced E2RA Session: All Details on Just In Time with the NIH	11/19/21	2 hours
Fundamentals E2RA Unit 5: OVERVIEW OF HUMAN SUBJECTS RESEARCH AT WCM	11/23/21	2 hours
	11/30/21	2 hours
Chapter 1: Introduction to translational research and clinical trials		
Chapter 2: IRB and Human Subjects Protection		
Chapter 3: Introduction to the JCTO		
Chapter 4: Introduction to the CTSC		
Advanced E2RA Session: Details on IRB approval and JCTO services	12/3/21	2 hours
Fundamentals E2RA Unit 6: RESEARCH COMPLIANCE & INTEGRITY AT WCM	12/7/21	2 hours
	12/14/21	2 hours
Chapter 1: Financial Conflicts of Interests,Travel Disclosure, Export Controls		
Chapter 2: Integrity & Responsible Conduct of Research Course (RCR)		
Chapter 3: Internal Compliance: Research Compliance Training (RCT)		
Chapter 4: Compliance for Research on Animals (Overview)		
Chapter 5: Compliance for Environmental Health Safety		
Chapter 6: Compliance for Biosafety		
Chapter 7: Compliance for Radiation Safety		
Advanced E2RA Session: Details on Institutional Biosafety Committee and Radiation Committee	12/17/21	2 hours
E2RA Group CASE STUDIES on PRE-AWARD & COMPLIANCE (Fundamentals or Advanced)	12/21/21	2 hours
E2RA - INDIVIDUAL EVALUATION PRE-AWARD & COMPLIANCE (Fundamentals or Advanced)	1/4/22	2 hours

E2RA Evaluation Correction on PRE-AWARD & COMPLIANCE (Fundamentals or Advanced)	1/11/22	1 hour

E2RA Post-Award Module

Fundamentals E2RA Unit 7: NOA and WBS ACCOUNT SET UP	1/18/22	2 hours
	1/25/22	2 hours
Chapter 1: NOA		
Chapter 2: WBS account creation		
Chapter 3: WBS account features		
Chapter 4: Advance Account		
Chapter 5: Pre-Award expenses		
Advanced E2RA Session on Change of Funding - Session 1	1/28/22	2 hours
Advanced E2RA Session on Change of Funding - Session 2	2/4/22	2 hours
Fundamentals E2RA Unit 8: EFFORT and ETS	2/1/22	2 hours
	2/8/22	2 hours
Chapter 1: Effort		
Chapter 2: ETS		
Chapter 3: Effort change on an award		
Chapter 4: Activity Distribution Report (ADR) for Effort Reporting		
Advanced E2RA Session on ADR: Session 1	2/11/22	2 hours
Advanced E2RA Session on ADR: Session 2	2/18/22	2 hours
Fundamentals E2RA Unit 9: GRANT MONEY SPENDING	2/15/22	2 hours
	2/22/22	2 hours
	3/1/22	2 hours
Chapter 1: Setting up Sub awards and consultants		
Chapter 2: Purchasing with Sci-quest and SRM system		
Chapter 3: Corporate cards		
Chapter 4: Financial transactions going through accounts payable		
Chapter 5: Paying sub-awards invoices		
Chapter 6: Travel and Business Expenses Reimbursements		
Chapter 7: Animal Expenses		
Advanced E2RA Session: Award fund spending	3/4/22	2 hours
Fundamentals E2RA Unit 10: FINANCIAL MODIFICATIONS TO A GRANT ACCOUNT	3/8/22	2 hours
	3/15/22	2 hours
Chapter 1 : Budget Control Feature in WBG		
Chapter 2: Cost Transfers		
Chapter 3: Re-Budgeting		
Chapter 4: Carry-Over		
Chapter 5: No Cost Extension		
Advanced E2RA Session: Complex cases of Re-budgeting, Carry-Over and No Cost Extension	9/3/21	2 hours
Fundamentals E2RA Unit 11: PRIOR APPROVALS and REPORTS to funding agencies in POST AWARD	3/22/22	2 hours
	3/29/22	2 hours
Chapter 1: Prior Approvals in Post Award		
Chapter 2: Annual and Final Reports to the Sponsor, RPPR, and FFR		
Chapter 3: Annual and Final Financial Reports to the Sponsor		
E2RA Group Case Studies on Post Award Module (Fundamentals or Advanced)	4/5/22	2 hours
E2RA INDIVIDUAL POST-AWARD EVALUATION (Fundamentals or Advanced)	4/12/22	2 hours
E2RA Individual Correction on Post Award Module (Fundamentals or Advanced)	4/19/22	1 hour
Final E2RA Graduation Ceremony	4/26/22	1 hour

For additional information on E2RA, visit https://research.weill.cornell.edu/wcm-investigators/professional-development-mentoring/e2ra-course