

## E2RA Fundamentals Course

### Curriculum

**E2RA Fundamentals Sessions (attendance is encouraged)**

**E2RA Enrichment Sessions (offered if at least 5 participants are interested)**

**Advanced E2RA Series (offered if at least 5 participants are interested)**

### E2RA Pre-Award Module

Topic #	Session's Description	Duration
1	E2RA Intro Session	1h
2	Research Funding Overview	1.5h
3	Understanding FOAs	1.5h
4	Introduction to Grant Applications	1.5h
5	Grant Budgets: Directs Costs and Indirect Costs	1.5h
optional	Reading NIH Funding Opportunity Announcements	1h
6	Grant Budgets and Personnel Expenses (A)	1.5h
6	Grant Budgets and Personnel Expenses (B)	1.5h
optional	Starting with Excel	1h
7	Grant Budgets and Cost-Sharing	1.5h
8	Grant Budgets and OTPS	1.5h
9	Grant Budgets and MTDC	1.5h
10	Grant Budgets and Subawards	1.5h
optional	Practicing Simple Grant Budgets	1h
11	Review Session on Grant Budgets	1.5h
12	Other Important Information on Grant Budgets	1.5h
optional	Practicing More Complex Grant Budgets	1h
13	<b>Pod Activity #1: NIH Budget</b>	1.5h
14	Grant Application and Other Essential Information (A)	1.5h
14	Grant Application and Other Essential Information (B)	1.5h
15	Grant Application Review and Submission by OSRA	1.5h
16	<b>Pod Activity #2: NIH K Award Application for Dr. Rodriguez</b>	1.5h
17	<b>Pod Activity #3: Foundation Grant Application for Dr. Bindu</b>	1.5h
18	What to expect at Just-in-Time (JIT) with the NIH?	1.5h
19	Financial Conflicts of Interests, Travel Disclosures and Export Controls	1.5h
20	Special Session on Grant Applications with the OSRA Grants Team	1h
21	Fundamentals E2RA Pre-Award Jeopardy Game	1h
22	Fundamentals E2RA Pre-Award Validation Quiz is accessible for completion	
23	E2RA Pre-Award Validation Quiz- Review of all Correct Answers	1h

### E2RA Post-Award Module

Topic #	Description of the session	Duration
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1	1 - What to expect with a Notice of Award (NOA)?	1.5H
2	2 - Discover Grant Account Creation (A)	1H
2	2 - Discover Grant Account Creation (B)	1.5H
3	3 - Effort Definition and Change in Effort Commitment (A)	1H
3	3 - Effort Definition and Change in Effort Commitment (B)	1.5H
4	4 - Setting up Subawards and Consultants on a Grant (A)	1.5H
4	4 - Setting up Subawards and Consultants on a Grant (B)	1.5H
5	<b>5 - Pod Activity #4: Dr. Fabulous Grant Account and Subaward Set-up</b>	1.5H
6	6 - Spending Money on Grant Accounts (A)	1.5H
6	6 - Spending Money on Grant Accounts (B)	1H
7	7 - Travel and Business Expenses on Grants Accounts	1.5H
8	<b>8 - Pod Activity #5: Dr. Fabulous Lab Financial Activity</b>	1.5H
9	9 - Grants Accounts Budget Control Feature	1.5H
10	10 - Understanding Cost Transfers	1.5H
11	11 - Mastering the Rules of Re-Budgeting	1.5H
12	12 - Understanding Carryover	1.5H
13	13 - Understanding No-Cost Extensions	1H
14	14 - All Prior Approvals in Post-Award	1H
15	<b>15 - Pod Activity #6: Managing Dr Zieker WBS account</b>	1.5H
16	16 - Annual and Final RPPR for NIH awards (A)	1.5H
16	16 - Annual and Final RPPR for NIH awards (B)	1H
17	17 - Fundamentals Post-Award Jeopardy Game	1H
18	Fundamentals E2RA Post-Award Validation Quiz is accessible for completion	1H
19	18 - E2RA Post-Award Validation Quiz Review of Missed Answers	1H
<b>Optional</b>	<b>Advanced E2RA Financial Acumen Series</b>	Duration
	Demystify Change of Funding (A)	1.5H
	Demystify Change of Funding (B)	1.5H
	Demystify Change of Funding (C)	1.5H
	Mastering More Complex Cases of Re-Budgeting and Carryover	1.5H
	Monitoring Accounts and Getting Ready for Financial Reports (A)	1.5H
	Monitoring Accounts and Getting Ready for Financial Reports (B)	1.5H
	Approaching Tricky Financial Situations	1.5H
	Advanced E2RA Financial Acumen Jeopardy Game	1H
	Individual E2RA Advanced Financial Acumen Validation Quiz	1H
	Correction of the E2RA Advanced Financial Acumen Validation Quiz	1H
<b>Final E2RA Graduation Ceremony</b>		1H