## E2RA Summer 2018 Course Curriculum

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

### E2RA Pre-Award & Compliance Module
- **Basic E2RA Session 1:** BIOMEDICAL RESEARCH AT WCM, SPONSORS AND AWARDS
  - Chapter 1: Overview of the Biomedical Research at Weill Cornell Medicine
  - Chapter 2: Understand Sponsors and Award Types

- **Basic E2RA Sessions 2-3:** PROPOSAL & BUDGET’S PREPARATION
  - Chapter 1: Grants Life Cycle
  - Chapter 2: Funding Opportunities at the NIH
  - Chapter 3: Introduction to Proposal Preparation
  - Chapter 4: Building a Successful Budget

- **Advanced E2RA Session 2:** How to help your PI to find funding opportunities?

- **Optional Basic E2RA Session 3:** More practice on budgets + come with your questions

- **Advanced E2RA Session 3:** More practice on budgets with sub-recipients

- **Basic E2RA Session 4:** GETTING READY FOR PROPOSAL SUBMISSION, JIT OVERVIEW AND NOA
  - Chapter 1: Additional Important Information and Documents for a Proposal
  - Chapter 2: Internal Proposal Review and Submission
  - Chapter 3: Overview of the Just-in-Time Process at the NIH
  - Chapter 4: Notice of Award and Award Acceptance

- **Advanced E2RA Session 4:** Details on JIT with the NIH

- **Basic E2RA Session 5:** OVERVIEW OF HUMAN SUBJECTS RESEARCH AT WCM
  - 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
  - Chapter 5: Human Research Compliance Office

- **Advanced E2RA Session 5:** Details on IRB approval and JCTO services

- **Basic E2RA Session 6:** RESEARCH COMPLIANCE & INTEGRITY AT WCM
  - Chapter 1: Compliance for Research on Animals (Overview)
  - Chapter 2: Compliance for Research on Human Embryonic Stem Cells
  - Chapter 3: Compliance for Environmental Health Safety, Biosafety and Radiation Safety
  - Chapter 4: Financial Conflicts of Interests, Study Specific Reregistration and Travel Disclosure
  - Chapter 5: Compliance & Integrity: Responsible Conduct of Research Course (RCR)
  - Chapter 6: Internal Compliance: Research Compliance Training (RCT)

- **Advanced E2RA Session 6:** Details on getting an Animal Use Protocol approved + Details on IBC and Radiation Safety

- **Basic E2RA Session 7:** CASE STUDIES AND EVALUATION ON THE PRE-AWARD & COMPLIANCE MODULE

- **Basic E2RA Session 8:** CORRECTION OF THE PRE-AWARD & COMPLIANCE EVALUATION

### E2RA Post-Award Module
- **Basic E2RA Session 9:** WBS ACCOUNT SET UP & CHANGE OF FUNDING (COF)
  - Chapter 1: Introduction to Post Award
  - Chapter 2: WBS account set up
  - Chapter 3: Change of Funding

- **Advanced E2RA Session 9:** Detailed calculations for COF

- **Basic E2RA Session 10:** EFFORT, ETS and ADR
  - Chapter 1: Effort & ETS
  - Chapter 2: Activity Distribution Report (ADR)

- **Advanced E2RA Session 10:** Correction COF calculations + detailed calculations for ADR

- **Basic E2RA Session 11:** AWARD FUND SPENDING
  - Chapter 1: Sub-Recipients and Consultants
  - Chapter 2: Purchasing
  - Chapter 3: Accounts Payable

- **Basic E2RA Session 12:** FINANCIAL AWARD MODIFICATIONS
  - Chapter 1: Cost Transfers
  - Chapter 2: Re-Budgeting
  - Chapter 3: Carry-Over
  - Chapter 4: No Cost Extension

- **Advanced E2RA Session 12:** Complex cases of Re-budgeting, Carry-Over and No Cost Extension

- **Basic E2RA Session 13:** PRIOR APPROVALS AND REPORTS TO THE SPONSOR IN POST AWARD
  - Chapter 1: Prior Approvals
  - Chapter 2: Annual and Final Reports to the Sponsor

- **Advanced E2RA Session 13:** Managing your PI’s WBS accounts

- **Basic E2RA Session 14:** CASE STUDIES AND EVALUATION ON THE POST-AWARD MODULE

- **Basic E2RA Session 15:** CORRECTION OF THE POST AWARD EVALUATION

For any questions, email Helene Brazier-Mitouart, Education Manager at heb2020@med.cornell.edu