



**2008 EXTRAMURAL ASSOCIATES (EA) FALL RESIDENCY CURRICULUM**  
***Eunice Kennedy Shriver* National Institute of Child Health & Human Development (NICHD)**  
**(November 3 - 21, 2008)**

**Week I: The NIH Perspective-**  
**Funding Biomedical and Behavioral Research**

Monday (11/3/08)

9:00 am – 12:00 pm

**Meet and Greet the Staff and Mentors**

Conference Room 5A01, 6100 Executive Blvd.

- Regina James, Acting Director, Division of Special Populations  
Director, Extramural Associates Program, NICHD
- NICHD staff
- Extramural Associates Board Members

9:30 – 10:00 am

**Opening Remarks**

- Duane Alexander, Director, NICHD
- Yvonne Maddox, Deputy Director, NICHD

1:00 – 4:00 pm

**Obtain Badges**

Building 31, NIH Main Campus

- Division of Special Populations (DSP) Staff, NICHD

Tuesday (11/4/08)

11:00 am - 1:00 pm

**NIH Structure Overview,**

Conference Room 5A01, 6100 Executive Blvd.

- Eugene Hayunga, Office of Extramural Policy, NICHD

Wednesday (11/5/08)  
10:00 am – 4:00 pm

**Fundamentals of NIH Extramural Activities: Parts 1 and 2**

Conference Room 4B01, 6100 Executive Blvd.

- Chuck Selden, Extramural Staff Training Officer, OD, NIH

Thursday (11/6/08)  
10:00 am – 12:00 pm

**Receipt and Referral**

Conference Rooms A1/A2, 6001 Executive Blvd. (Neuroscience Bldg.)

- Anne Clark, Center for Scientific Review (CSR), NIH

Friday (11/7/08)  
10:00 am – 3:00 pm

**Review of the Residents' Implementation Plans**

Conference Room 5A01, 6100 Executive Blvd.

- Regina James, Acting Director, DSP

**Week II: Establishing an  
Office of Sponsored Programs**

Monday (11/10/08)  
9:00 am – 12:00 pm

**Establishing an Office of Sponsored Programs & Best Practices—Office of Sponsored Programs**

Conference Room 8B01, 6100 Executive Blvd.

- Jean Flagg-Newton, Special Assistant to Director, EAP, NICHD

1:00 pm – 3:00 pm

**Leadership Skills**

Conference Room 5A01, 6100 Executive Blvd.

- Percy Thomas, Success Behavior Institute

Tuesday (11/11/08)

Veteran's Day (Holiday)

Federal Government – closed

Wednesday (11/12/08)

10:00 am – 12:00 pm

**Resources for Offices of Sponsored Programs**

Conference Room 8B01, 6100 Executive Blvd.

- Carl Hill, Health Scientist Administrator, EAP, NICHD

1:00 pm – 3:00 pm

**National Library of Medicine**

Conference Room 5A01, 6100 Executive Blvd.

- Cassandra Allen, National Library of Medicine (NLM)

Thursday (11/13/08)

9:00 am- 11:00am

**Adobe Connect Distance Learning Instruction**

Conference Room 5A01, 6100 Executive Blvd.

- Jim Hollahan & Erik Davis, Booz Allen Hamilton

12:30 pm – 2:30 pm

**Database Management**

Conference Room 5A01, 6100 Executive Blvd.

- Rodney Rivera Jr. & Li Huang, Information Resources Management Branch, NICHD

2:30 pm – 4:00 pm

**CRISP -- Computer Retrieval of Information on Scientific Projects**

Conference Room 5A01, 6100 Executive Blvd.

- James Onken, Jena York-Jolley, & Natalie Graham, Office of Research Information Services, NIH

Friday (11/14/08)

9:00 am – 4:00 pm

**Moving form Grants Support to Sustainability**

**Visit an EARDA Site – Stevenson University, Stevenson, MD**

Bus transportation will be provided

**Week III: Pre-/Post-Award Processes**

Monday (11/17/08)  
9:00 am – 12:00 pm

**Electronic Grants**

Conference Room 2147, 6705 Rockledge Drive (Rockledge One)

- Megan Columbus, NIH Program Manager for Electronic Receipt of Grant Applications and Agency Integration

Tuesday (11/18/08)  
9:00 am – 12:00 pm

**Grants Management Issues**

Conference Room 5A01, 6100 Executive Blvd.

- Grants Management Branch, NICHD

1:00 pm – 3:00 pm

**Grants Management Issues**

Conference Room 4B01, 6100 Executive Blvd.

- Grants Management Branch, NICHD

Wednesday (11/19/08)  
9:00 am – 12:00 pm

**Business Officials and Office of Financial Management**

Conference Room 5A01, 6100 Executive Blvd.

- Alan Whatley, Office of the Director, NIH

1:00 pm – 3:00 pm

**USAID (U.S. Agency for International Development) Opportunities**

Conference Room 5A01, 6100 Executive Blvd.

- Judy Manning, Health Development Officer, USAID
- Rose Debuysscher, Deputy Director for Management and Administration of “PROGRESS,” USAID
- Michael Welsh, Vice President, Applied Research Department, Family Health International

Thursday (11/20/08)

9:30 am – 11:30 am

**Grants Management Issues**

Conference Room 5A01, 6100 Executive Blvd.

- Grants Management Branch, NICHD

1:00 pm – 3:00 pm

**Grants Management Issues**

Conference Room 4B01, 6100 Executive Blvd.

- Grants Management Branch, NICHD

Friday (11/21/08)

10:00 am – 12:00 pm

**Individual Meetings to Implementation Plans**

Conference Room 8B01, 6100 Executive Blvd.

- DSP Staff