

## Guidelines for Negotiating Resources to Conduct Research within the School of Nursing's Office of Research

Resources provided by the Office of Research within the School of Nursing are essential to the successful implementation and completion of research projects proposed by its faculty. These resources are included in the "Facilities and Administration (F & A)" (indirect) charges as a component of federal and some other extramural sources of support. Other extramural sources of support, as well as, intramural sources may not allow complete support for F & A resources. Resources considered within F&A charges vary between funding sources. For federal sources of funding, F&A charges at the University of Louisville include allocation of research space, computer/printer, Ethernet connection, furniture, office supplies, equipment, secretarial support, phone, postal charges, University supported software, etc. A list of specific F&A charges is included on <http://research.louisville.edu/p-and-p/cost-share.htm>. Thus, funded projects which provide F & A support will have appropriate resources provided by the School of Nursing. Prioritizing allocation of these resources including research space is based upon the following criteria:

- 1) Amount of F&A support included in the funded project.
- 2) Documented need for a particular resource essential to the successful completion of the project
- 3) Total annual revenue generated by the grant divided by the total amount of research space (sq. ft) being requested to support the project. (\$300/sq. ft. is the recommended guideline)

### Process of requesting resources to conduct research within the Office of Research

Following notification of award which may or may not include F&A support, the individual faculty should arrange a meeting with the Associate Dean for Research and his Research Associate. During this meeting, available resources will be allocated to the individual faculty based upon the previously stated 3 criteria. A letter will be sent to the faculty to identify resources which will be allocated in support of their research. As various resources become available within the school, the individual faculty may request access to these newly available resources over the duration of the project, again based upon previously stated 3 criteria. Allocation of these resources is at the discretion of the Associate Dean for Research who is under the direction of the Dean of the School of Nursing.

Three months following completion of the project, all reusable resources which were allocated to the project will be negotiated for return to the Associate Dean for Research. These resources may be reallocated to other faculty based upon the above three criteria.

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