

**UNIVERSITY OF LOUISVILLE  
SCHOOL OF NURSING**

**Procedure for Negotiating In Kind Resources to Complete Research Projects**

Background

Scholarly activity including production and dissemination of new knowledge (research) is an essential component of tenure track positions within the University of Louisville School of Nursing (SON). In order to facilitate this activity SON resources and a portion of each tenure-track faculty's time must be dedicated to research related activities. Funding to support these resources and a faculty's research time originates from either the Dean's office within the SON or from extramural sources in the form of grants, contracts, fellowships etc. Commonly junior tenure-track faculty early in their appointment have a majority of these resources and their research time supported from the Dean's office. While the goal for all tenure-track and tenured faculty is to have their research related time and resources supported from extramural sources. Time and resources dedicated to research is an important yet finite asset within the SON. Thus, when proposing a research activity supported by intra or extramural sources the individual faculty should negotiate with the SON administration (e.g. Associate Deans for Academic Programs, Research and Practice) for the necessary resources which the SON will be expected to provide in kind. This negotiation will insure the faculty adequate research related time and resources to complete their research activity. This negotiation prior to funding of the proposed project will also permit the SON to plan appropriate allocation of faculty time and resources to meet multiple objectives of the institution.

Process

During development of a proposal each individual faculty needs to determine how much of their time and what resources will be necessary to successfully complete the project. The types of resources and duration of this time may vary over the duration of the project and should be included in the budget of the proposal. In kind support may be requested from the SON in order to demonstrate the school's commitment to supporting the individual project. A formal request for in kind support will be negotiated with the SON administration during preparation of the budget based upon the requirements of the project application and rationale provided by the individual investigator. The individual faculty and SON administration will agree upon the research related time and resources to complete their research activity which will be provided in kind by the SON. This agreement will be in a written format in order to galvanize and document the SON's support for the individual faculty's research trajectory. These in kind resources may include reduced adjustments to workload, office space, access to support staff services, equipment, supplies and other resources necessary to the successful implementation and completion of the project. This written request for in kind support from the school should be circulated with the routing documents internal to the School of Nursing and approved by the Dean prior to submission of the proposal. A copy of this agreement will be retained by the individual faculty and in the research office.