Developing an Infrastructure to Support Research
Why do we need to support research in schools of nursing?
◆ Develop new knowledge/evidence to guide our practice discipline

◆ Research projects can range from multi-site, multi-year multi-million NIH-funded studies to small pilot projects supported by foundations or professional organizations
Need to support the Full Spectrum of Nursing Scholarship to Improve Health and Nursing Education

❖ Bench/Basic Science Research
❖ Comparative Clinical Effectiveness Research
❖ Community-Based Research
❖ Population Research
❖ Health care education research
❖ Health Care Delivery/Policy Research
❖ Dissemination Research
Research efforts must be consistent with the mission of the School/university and leadership of the School of Nursing

Incentives and support need to align to prioritize research
“The List”

1. Class Exams
2. Class materials
3. Correspondence for faculty
4. Class Notes
5. Faculty Vitas
6. Manuscripts for faculty
7. Xxxxxxxxx
8. Xxxxxxx
9. Xxxxxxxxxx
10. Research Grants
Experience at UT Austin
Support Timeline

◆ Prior to 1995 – no Associate Dean for Research, no centralized services – typically 1 or 2 funded grants

◆ 1995 Associate Dean for Research and one admin for grant preparation, part-time MS-prepared statistician and 20 hrs week graduate research assistant

◆ 1998 Associate Dean for Research, 2 admin (grant submission and human subjects); external editing services, part-time MS-prepared statistician and 20 hrs week graduate research assistant
2000 Associate Dean for Research, 2 admin (grant submission and human subjects and budget/personnel management); Full time PhD-in-house editor, PhD full time statistician, 3–20 hour week graduate research assistants

With the exception of the Associate Dean, staff costs presently supported by indirect cost return and appointment on grants
Practical Benefits to the School

- Student employment and support
- Research training opportunities for students
- Faculty development and satisfaction
- Promotes visibility for the school
  - Presentation
  - Publication
  - Interdisciplinary efforts
A Few Principles to Remember – ‘as you build’
Most principal investigators are trained as a nurse scientist or educator— not as an administrator
Remember the Golden Rule

“Those with the gold, make the rules”
Read the directions/rules carefully, read them again, and follow them precisely
Most grants are to the institution not to the individual – therefore the organization has significant responsibility for the management of research.
Questions to Ask - Early

- Who is the funder?
- What are the requirements for submission?
- When is it due?
- What are the budget restrictions and limits?
- Who is eligible to apply?
  - Investigator
  - Institution
Preparation of the Proposal
- PI will be focused on developing the research proposal - expect that it will change and evolve as they refine their plans
- Try to anticipate what they will need to accomplish the planned work
- Designate a support person for the grant submission
  - Develop expertise with forms and process
  - Communicate internally and externally
  - Easier to locate staff when questions arise
Submit letter of intent – if required
Verify eligibility.... ASK if you are not sure
Get familiar with the application requirements – format, length, fonts
Resource Statement

- Develop a standard form that can be adapted for different projects
- Brief description of your university or college
  - What makes it unique?
  - Research $$ or related support
  - Computers, libraries, special centers
- Describe your School
  - Lab space, office space
  - Research support services (computers, staff etc.)
- Customize to the project – what resources are needed to make it happen?
Budget

- Identify limits – explicit and implicit
- Determine indirect cost allowance –
  - your institution vs. the funder’s requirement
  - Are indirect costs part of the total or in addition to directs
- PI will not think of everything needed in the budget
- Budget must be sufficient to accomplish the proposed work
  - Cost sharing – can be voluntary or required
  - Needs to be explicitly stated and accounts identified when the project is submitted
Budget Calculations

- Suggest excel file that can be modified easily
- Start early with preliminary meeting with PI
- Personnel – largest expense in most projects
- Plan for annual salary increase (if funder allows)
- Consider academic salary adjustments – research takes ‘calendar’ years
- Fringe benefits
- Release time for faculty – letter of support from Dean
Direct Costs of Research

- Budget planning should walk the PI through what they are planning
- Everything they are going to do has costs – be sure who is paying for it if the project is awarded
  - Time
  - Supplies
  - Institutional costs (phones, computers, admin support)
  - Consultants
  - Participant incentives
Submission of the Application
Submission

- Expect that the PI will not be at their best as the deadlines approach
Expect high stress and emotions – and plan to forgive them
Deadlines

- Be clear from the beginning that you (and the institution) require lead time
- Don’t make changes in the proposal without the approval of the PI
- Allow time for a final check before submission
- Obtain institutional approval
- Send electronically or fed ex
- Verify receipt
Receipt of Award
Celebrate!

- Notification of award
  - Compare the award to what was requested in the budget
  - Pay attention to requirements
  - Check the time line (often have a reduced first year)
Startup

- Almost always takes longer than PI expected
- Must obtain human subjects approval prior to initiating the project
- Leave forms may be required
- New Accounts
  - Designate budget contact for the PI
  - Orient the faculty member if they are new to project management – or new to the institution
  - Hiring and appointment of staff, purchasing, HR issues
  - Consider training of PI or project director
Management of Ongoing Project
Be aware of rules for budget changes and carryover

Know what the reporting requirements are and plan for them

Work accomplished

Financial report