



SAINT LOUIS UNIVERSITY

Policy on Use of Research Methods and Grantsmanship Consulting Partners

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Responsible University Office: Vice President for Research

1.0 INTRODUCTION

Saint Louis University (SLU) has established the Grants Development Office (GDO) to enhance the competitiveness of external grant applications. Given the incredible scope of statistical, methodological, and other grantsmanship matters which may be encountered in submissions, The GDO will develop networks of Consulting Partners to extend its capacity and competencies. This policy summarizes principles that will guide the development and maintenance of this network.

2.0 PURPOSE

The network of Consulting Partners will extend the capabilities of the GDO, both in terms of competencies and in terms of capacity. Relative to competencies, Consulting Partners will be identified that demonstrate content and/or statistical knowledge not readily available in the GDO. Relative to capacity, Consulting Partners will be identified to assist in instances when GDO staff are already delivering services at maximum capacity; Consulting Partners can provide the additional consultation necessary to meet the increased demand. Consulting Partner services must be delivered in a manner that is efficient and effective, such that both the Client (principal investigator) and the Consulting Partner are satisfied with the activity, and the GDO principles and mission are upheld.

3.0 DEFINITIONS

Definitions specific to this policy are the following:

Grantsmanship refers to the processes of planning a project; targeting projects to sponsor priorities and criteria; identifying an effective project team, partners/collaborators, and resources; developing a coherent grant proposal that is realistic, impactful, and innovative; writing and editing a clear, direct proposal;

understanding and meeting submission requirements and deadlines at the University and sponsor levels; and responding effectively to sponsor critiques.

Research methods encompasses three primary areas:

- (a) **Design** refers to the structure of the research and encompasses issues of time, groups/conditions, controls, selection and assignment of participants, interventions, and procedures. A particular design structure is adopted in relation to the primary research question of interest.
- (b) **Measurement** refers to the selection of reliable, valid, and relevant tools for observing and recording the variables of interest in a study.
- (c) **Statistical analysis** refers to the selection and application of appropriate quantitative statistical tests for assessing relationships within a study design.

Consulting Partner refers to a SLU faculty member or other professional who is a member of a GDO network and assists the GDO by providing ad hoc consultation services to clients, including in a specific area of expertise (regarding research design, measurement, and/or statistical analysis).

Client refers to the SLU principal investigator who is seeking GDO services.

For other definitions regarding research and research administration at SLU, please see DEFINITIONS at http://www.slu.edu/Documents/research/Research_Home/Policies/FA-Definitions_06_18_2014.pdf.

4.0 APPLICABILITY

Principal investigators deemed eligible for GDO services (see policy GDO-001) also are eligible for services from the GDO Consulting Partner network. Consulting Partners generally are drawn from the same eligibility pool as the principal investigators—they are full-time faculty or professional/administrative staff. In cases where no Consulting Partner at SLU has the expertise and/or other resources required to fulfill the needs of the GDO client, Consulting Partners can be drawn from neighboring universities. In all cases, however, the expectations of GDO Consulting Partners remain the same: to provide efficient and effective service.

5.0 POLICY

Consulting Partners will be recruited by the GDO to form two networks, a research methods network and a grantsmanship network. Membership in the research methods network is predicated on interest and on the possession of relevant expertise in research design, measurement, and/or statistical analysis. Membership in the grantsmanship network is predicated on interest and on expertise in content areas not directly available in the GDO or complementary to those in the GDO.

As the mediator of consulting services provided to a client through a Consulting Partner, the GDO has the following responsibilities:

1. Serve as the contact point that links a client to a Consulting Partner with appropriate types and levels of expertise
2. Establish such contact in a timely manner in order to facilitate submission of a grant application by the identified deadline
3. Troubleshoot when mismatches occur between a client and a Consulting Partner
4. Provide ongoing assessment of services provided through the network and use those data for purposes of continuous quality improvement
5. Treat the provision of consulting services as a valued service to the University community and provide reports to Department Chairs and/or Division Heads in a manner that will allow such service to be included in the annual performance review of a consulting partner.

6.0 RESPONSIBILITIES

Membership in a GDO consulting network carries the following responsibilities for partners who provide consulting services:

1. Services are provided in a timely and efficient manner
2. Services are responsive to the needs of the client
3. Consulting Partner maintains close communication with the GDO in the course of a consultation
4. If a Consulting Partner should determine that a mismatch exists with an application, that partner will communicate immediately with the GDO in order to identify a solution to the problem in a timely manner.

In turn, a Consulting Partner also can expect the following benefits:

1. Consulting Partner activities will be treated as valued University service, and reports of the levels of such service will be provided to Department Chairs and/or Division Chiefs so as to be included in annual performance reviews
2. Consulting Partners (especially those engaged in research methods consultation) may be offered co-investigator status on a grant proposal which, if funded, will cover a proportion of their salary and should lead to publications resulting from the research.

APPROVAL SIGNATURES

This policy was approved by:

Signed by Raymond C. Tait, Ph.D.

August 25, 2014

Vice President for Research
Saint Louis University

Date:

DOCUMENT HISTORY

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