

Guidelines and Expectations for U-TuRN Core Project Leaders

Core Project Description and Goals

Core Projects are those that are determined to offer the most promise for strategic funding opportunities or that build capacity within U-TuRN. They will be led by designated 'Project Leaders' who will be tasked with leading teams towards focused research and grant writing efforts. Core Projects are intended to strategically advance key areas of inquiry through interdisciplinary Team Science approaches and focused, project-based investigations. Core Projects may be in any stage of the research process (e.g., exploratory stage, data analysis, scale-up stage) but their focus should be aligned with principles of translational scholarship and contribute to building capacity within U-TuRN.

Core Projects will be linked to and aligned with existing U-TuRN Teams on a conceptual level, but Project Leaders will have freedom to guide the work in ways that reflect interests and goals of the project team. Project leaders are encouraged to reach out and invite other groups / collaborators who may or may not already be linked to U-TuRN to strengthen the collaboration. Partnerships with other universities, organization and businesses are also encouraged. The Projects will have their own identity within U-TuRN but will be categorized using existing Team structures as a way to promote integration and further collaboration. The goal is to support promising lines of translational research that will collectively contribute to larger Center grant proposals to sustain U-TuRN over time. Key benefits and expectations of Project Leaders are outlined below:

Benefits of Core Project Leadership

- Visibility on U-TuRN website as a Project Leader
- Support from U-TuRN to facilitate meetings and team-building
- Assistance with planning and evaluating translational research projects and proposals
- Integration of Project under U-TuRN hub to facilitate grant writing
- Opportunities to coordinate connections and contributions to larger U-TuRN grants

Expectations of Core Project Leaders

- Form an interdisciplinary team of faculty/staff/students to collaborate on project goals
- Establish guidelines for effective collaboration and hold regular, internal meetings to promote accountability, co-learning, and enable focused work on priority tasks.¹
- Develop and refine a collaborative research plan that specifies the goals of the Core Project, targeted grants, planned deliverables / outcomes, and a respective timeline
- Provide updates on research activities (through Qualtrics, Smart Sheet and/or email / website)
- Contribute to broader research and grant writing efforts of U-TuRN to support sustainability

¹ Project Leaders are encouraged to use principles of Team Science to promote effective collaboration and are also encouraged to share files on CyBox and to use BoxNotes to track progress and promote communication with their team and U-TuRN Leaders.