



# Research & Development Process

The purpose of research and development (R&D) efforts at P.K. Yonge is to support its commitment to provide a quality K-12 educational program, improve teacher education, and serve schools in the state of Florida.

## Considerations

The following positive and negative factors will be utilized in determining the suitability of a research study.

### Positive Considerations

- Will assist university students and faculty
- Will benefit teaching and learning
- Will benefit P.K. Yonge by providing information/resources that improve teaching and learning efforts
- Will produce findings related to the P.K. Yonge research agenda

### Negative Considerations

- Targets certain groups in a negative light
- Number of studies being conducted
- Scope dictates that the time required or number of participants proves to be counterproductive
- Excessive time needed for individual and/or group assessments; too many assessments
- Research project interferes with or negatively impacts the P.K. Yonge program

### Directions for Applying to Conduct Research at P.K. Yonge

1. Prepare a University of Florida Institutional Review Board (UF IRB) protocol. For instructions on how to prepare a UFIRB protocol, see the UF IRB website.
2. After you receive written approval from the UFIRB to conduct the research, complete the form for Application for Research at P.K. Yonge.
3. After completing the Application for Research at P.K. Yonge form:
  - a. Sign the form as applicant. Students must obtain the signature of their advisor.
  - b. Attach one (1) copy of the UF IRB form.
  - c. Attach one (1) copy of each instrument to be used (i.e., assessment, interview protocol, observation measure).
  - d. If the research is supported by a grant, attach one (1) copy of the grant summary.
  - e. Include one (1) copy of IRB-approved parent/guardian consent letter and IRB-approved student assent script.
  - f. Attach one (1) copy of plans for informing parents/guardians and collecting signature forms.
4. Submit application packet materials to Dr. Carrie Geiger, Director – [cgeiger@pky.ufl.edu](mailto:cgeiger@pky.ufl.edu)
5. Requests are processed within two weeks.
6. If the proposal is approved, the researcher will be contacted to work out logistics of the study and a copy the approved Research Application will be forwarded to all involved P.K. Yonge personnel.
7. Once started, research is monitored by the relevant staff.
8. Once completed, the researcher is obligated to submit a copy of the research results for placement in the P.K. Yonge Library and data files ([eeubanks@pky.ufl.edu](mailto:eeubanks@pky.ufl.edu); [mmacdonald@pky.ufl.edu](mailto:mmacdonald@pky.ufl.edu))
9. Publications related to the research are required to reference P.K. Yonge involvement.

For questions, contact Dr. Carrie Geiger | [cgeiger@pky.ufl.edu](mailto:cgeiger@pky.ufl.edu)

THIS PROCESS MAY TAKE UP TO 2 WEEKS TO COMPLETE.

DATES FOR RESEARCH ARE DETERMINED BY THE PKY FACULTY INVOLVED.

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