

**NSF Safe and Inclusive Working Environment
Plan for Off-Campus or Off-Site Research**

PROJECT SPECIFIC INFORMATION

1. Plan date or Version (*enter date the plan was prepared or updated, or a version number*). Preparer name may also be entered. _____

2. NSF Grant Number: _____

3. Principal Investigator Name _____

4. Principal Investigator Cell Phone _____

5. Principal Investigator Email _____

6. Off-Campus Location _____

7. Description of off-campus research activity (*fieldwork, research activities on vessels or aircraft, work in an off-campus location, etc.*)

8. Estimated Departure and Return Dates (*begin and end dates of off-campus research*). *It is permissible to leave this blank if dates are not yet available.*

9. Will participants have regular internet or cell service available? (*If no, what alternate arrangements are in place for participants to report suspected misconduct?*)

10. Will participants from other entities (governmental, company, sponsor, educational institutions, subrecipients) be involved? (*If yes, are there any special arrangements or guidance participants need to make sure they know they should also report misconduct involving these individuals?*)

11. Recommended point(s) of contact for any suspected misbehavior (*note: participants remain free to use this contact or any other contact they prefer to report misconduct; more than one contact may be listed.*)

12. Any special circumstances that necessitate special plans (*e.g. participants are at sea or other remote locations without ability to make contact with University reporting offices;*