

**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?*)  
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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.*)

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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;*