

**National Science Foundation (NSF) Safe and Inclusive Working Environment  
Project-Specific Plan for Off-Campus or Off-Site Research**

**PROJECT SPECIFIC INFORMATION**

Plan Date or Revision Date  
*(enter date the plan was prepared or updated)*

NSF Grant Number

Sponsored Project Account Number

Principal Investigator's Name

Principal Investigator's Contact Information  
*(Cell Phone Number and Email Address)*

Off-Campus Location  
*(Name and Address)*

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

Estimated Departure and Return Dates  
*(begin and end dates of off-campus or off-site research).*

Note: It is permissible to leave this blank if dates are not yet available. An updated form is required to be submitted immediately when the dates are known.

**National Science Foundation (NSF) Safe and Inclusive Working Environment  
Project-Specific Plan for Off-Campus or Off-Site Research**

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?

Recommended contact for any suspected misbehavior (more than one contact may be listed)

Participants remain free to use this contact or any other contact they prefer to report misconduct.

Participants may contact University of Kentucky's Office of Institutional Equity and Equal Opportunity at (859) 257-8927.

To make a confidential report of sexual misconduct, participants should contact University of Kentucky's Violence Intervention and Prevention Center at (859) 257-3574.

For student support services for an incident of discrimination or harassment, participants should contact Jason Brooks at (859) 562-0848.

Are there any special circumstances that necessitate special plans?

*(e.g., participants are at sea or other remote locations without ability to contact University reporting offices; only a single satellite phone is available for the group; there are physical or other barriers that may require special attention to ensure full participation; no local transportation to a safe space is likely to be available; variance in cultural norms might necessitate advance awareness training).*

If yes, what arrangements are in place to manage these special circumstances?

Other Comments or Information that participants may find useful.

*If known, include local police and medical services numbers; for international trips, it is wise to include embassy/consulate contact information if not already provided. May leave blank if information is not available.*