Safe and Inclusive Working Environments
PILOT Plan Listening Session

BIO – Leslie Rissler (co-chair), Colette St. Mary
GEO – Lisa Clough (co-chair), Jessie Crain, Renee Crain, Brandon Jones
Policy – Jean Feldman
NSF is dedicated to safe and inclusive research

1) Important Notice #144 (Feb 2018)

2) Term and Condition (Oct 2018)

3) Workshops and Conferences – Certification that there is a Code of Conduct

4) PAPPG AOR certification (30 Jan 2023)

5) Pilot for Safe and Inclusive Working Environments (BIO and GEO) - 2023
Off-campus or off-site research is defined as data/information/samples being collected off-campus or off-site, such as fieldwork and research activities on vessels and aircraft.
## Proposal Cover Page – last box should be checked

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<th>HUMAN SUBJECTS</th>
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<td>LIVE VERTEBRATE ANIMALS IACUC App. Date</td>
<td>PHS Animal Welfare Assurance Number</td>
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## Proposal Certification Page – AOR signature (for pilot – 2 pg plan replaces the Chapter II.E.9 plan)

**Certification Regarding Safe and Inclusive Working Environments for Off-Campus or Off-Site Research**

(This certification applies only to proposals in which data/information/samples are being collected off-campus or off-site, such as fieldwork and research activities on vessels and aircraft.)

By electronically signing the Certification Pages, the Authorized Organizational Representative is certifying that, in accordance with the NSF Proposal & Award Policies and Procedures Guide, Chapter II.E.9, the organization has a plan in place for this proposal regarding safe and inclusive working environments.

| AUTHORIZED ORGANIZATIONAL REPRESENTATIVE | SIGNATURE | DATE |
BIO & GEO pilots: REQUIRE a 2-page Supplemental Document that will be merit reviewed (replaces Chapter II.E.9 plan)

Solicitations participating in pilot to date:

• BIO: Biodiversity on a Changing Planet (due 29 March)
• BIO: Core solicitations in DEB, MCB, IOS* (no deadlines; plans will be required for proposals after April 18, 2023)
• GEO: GEOPAths (due 27 March)
• GEO: CTGC (due 3 April)

*Note: For future no deadline solicitations expect a 90 day grace period
Pilot Plan must include:

- brief description of the field setting and unique challenges for the team
- steps the proposing organization will take to nurture an inclusive off-campus or off-site working environment, including processes to establish shared team definitions of roles, responsibilities, and culture, e.g., codes of conduct, trainings, mentor/mentee mechanisms and field support that might include regular check-ins, and/or developmental events;
- communication processes within the off-site team and to the organization(s) that minimize singular points within the communication pathway (e.g., there should not be a single person overseeing access to a single satellite phone); and
- the organizational mechanisms that will be used for reporting, responding to, and resolving issues of harassment if they arise.
Reviewers will evaluate plan under Broader Impacts (+ solicitation-specific questions)

- Is there a compelling plan (including the procedures, trainings, and communication processes) to establish, nurture, and maintain inclusive off-campus or off-site working environment(s)?

- Does the proposed plan identify and adequately address the unique challenges for the team and the specific off-campus or off-site setting(s)?

- Are the organizational mechanisms to be used for reporting, responding to, and resolving issues of harassment, should they occur, clearly outlined?
Summary – for proposals participating in the BIO/GEO Pilots

1) Checkbox on Cover Page – please mark if any institutionally determined off-campus or off-site research is proposed

2) AND for those solicitations participating in the pilot, the PIs replace the institution’s plan (required under Chapter II.E.9) with *their own project-specific plan for merit review*
Happy to take your questions and feedback!

- Plan preparation
- Review
- Responses to this new requirement