|  |
| --- |
| **A picture containing clock, table, drawing  Description automatically generated** |

Application to Resume Research during COVID-19 Restrictions

*Please follow the* [*Guide for Return to Research*](https://www2.acadiau.ca/covid-19/employee-guidelines.html)*. Upon completion of this form, forward it to the Dean of Research & Graduate Studies (**anna.redden@acadiau.ca**).*

1. Names and roles or activities of researchers included in the plan for essential research. The Lead Researcher must ensure all individuals have been made aware of the health risks, are comfortable with the plan, and have consented (e.g. via email confirmation) to the activities and all safety protocols.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Name | Main Role(s) or Activities  | Consent Y/N |
| Faculty |  |  |  |
| Staff |  |  |  |
| Students (UG, G) |  |  |  |
| Other |  |  |  |

1. Please provide the name and contact information of the research supervisor.

|  |  |  |
| --- | --- | --- |
| Name | Email | Phone |

1. Describe the project for which essential research activities need to be undertaken. Include required access to Acadia campus facilities and/or travel to field sites, and/or face-to-face interactions with research participants. List dates and locations (Buildings/Rooms, if known) for both on-campus and off-campus activities, including method(s) of travel to/from off-campus work sites. If applicable, include a list of any university owned equipment you propose to safely transport off-campus.

|  |
| --- |
|  |

1. Briefly indicate the sources of internal and/or external funding for the proposed project(s).

|  |
| --- |
|  |

1. Provide a brief rationale for research activities being deemed “essential” and the impact of delayed activity (e.g. time-sensitive research, research completion, risk associated with project funding and/or commitments to research partners, other).

|  |
| --- |
|  |

1. Research Safety Plan: Describe the COVID-19 safety protocols and procedures are you adopting to ensure research-safe activities. These should be in accordance with Public Health directives (e.g. physical distancing, hand washing, disinfecting surfaces), provincial travel guidelines (if relevant), and Acadia’s employee and campus / building guidelines.

File naming protocol: Name\_Keyword\_Date (e.g. Jones\_Saltmarsh\_June10)

**Prepared and Submitted by:** (TYPE NAME) **Date:** \_\_\_\_\_\_\_\_\_\_\_\_

**Reviewed by:** \_\_\_\_(TYPE NAMES)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_

Comments and recommendations of the Review Committee:

Comments of the Provost/VPA

**Approval Signature (Provost/VPA):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_

*Email copy of approved application to the applicant, Deans on the Review Committee, Head of Department / Director of School, Patrick Difford and Greg Deveau.*

Updates to the Research Activity and Safety Plan

Describe any changes or additions to the research activities since approval of the original plan. Include dates, locations, personnel, activities and means by which you will ensure “COVID-safe” research activities in accordance with provincial regulations and university protocols and guidelines.

File naming protocol: Name\_Keyword\_Dates (e.g. Jones\_Saltmarsh\_June10\_update July6)

**Update Prepared and Submitted by:** \_\_\_\_\_\_\_\_(TYPE NAME)\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_

**Update Reviewed by:** \_\_\_(TYPE NAMES)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_

Comments and recommendations of the Dean, RGS or Review Committee:

Comments of the Provost/VPA (for major updates):

**Approval Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_

*Email copy of approved Updated application to the Review Committee Dean(s), Head of Department / Director of School, Patrick Difford and Greg Deveau.*

<https://www2.acadiau.ca/covid-19/employee-guidelines.html>

Updated: July 14, 2020