

PROJECT INFORMATION

<p>Plan Date or Version <i>Enter date the plan was prepared or updated, or a version number. Preparer name may also be entered.</i></p> <ul style="list-style-type: none"> February 12, 2024 (Mikel Arteta)
<p>NSF Proposal/Grant Number</p> <ul style="list-style-type: none"> #B-7658767D
<p>Principal Investigator Name</p> <ul style="list-style-type: none"> Mikel Arteta
<p>List of participants to whom the plan will be distributed</p> <ul style="list-style-type: none"> Student Participants: Bukayo Saka; Leah Williamson; Gabriel Martinelli; Alessia Russo; Declan Rice; Beth Mead; William Saliba; Vivianne Miedema; Martin Odegaard Program Support/Graduate Students: Carlos Cuesta (GRA); Nicholas Jover (GRA)
<p>Off-Campus Location</p> <ul style="list-style-type: none"> Porto (Portugal)
<p>Description of off-campus research activity <i>Fieldwork, research activities on vessels or aircraft, work in an off-campus location, etc.</i></p> <ul style="list-style-type: none"> Fieldwork on turf of Porto F.C. Site travel via sea vessel departing from Brighton, England on February 16, 2024 and arriving in Porto, Portugal on February 18, 2024.
<p>Description of steps taken to nurture a safe and inclusive work environment <i>Trainings, processes to establish shared team definitions of roles, responsibilities, and culture (e.g. codes of conduct, and field support such as mentor/mentee support mechanisms, regular check-ins and/or developmental events)</i></p> <ul style="list-style-type: none"> Program support/leadership consultation with the university's Global Education Office, including participation in the office's program leaders training. Mandatory PI-led pre-departure meeting that includes list of local safety resources, including information about local law enforcement, location of closest U.S. embassy or consulate, resources about campus contacts, reminder that all faculty are subject to nondiscrimination policies and all students are subject to Student Code of Conduct, and information about modes of communication available to participants (internet availability, cell phone service, access to satellite phone(s)). [Weekly/bi-weekly] individual meetings with participants that include check-ins with PI for duration of program; [AND/OR] Group meetings with regular open-office hours with supporting faculty (9-11am Tuesdays and Thursdays for duration of program); [AND/OR] three onsite points-of-contact identified in pre-departure meeting for reporting concerns related to fostering a safe and inclusive environment. All university employees are expected to complete campus-supported training addressing issues of discrimination and harassment, including sexual harassment and sexual violence. All students must complete campus-supported training addressing issues of sexual harassment, including sexual violence.
<p>Estimated Departure and Return Dates <i>Begin and end dates of off-campus research.</i></p> <ul style="list-style-type: none"> February 16, 2024 through March 12, 2024.

Will participants have regular internet or cell service available? *If no, what alternate arrangements are in place for participants to report suspected misconduct? The plan should minimize singular points within the communications pathway (e.g. a single person overseeing access to a single satellite phone).*

- Cell phone service is/is not expected to be available and reliable. [If service is reliable] Pre-departure meeting identified [two/three/four] program participants, in addition to PI, with cell phone service [AND]
- Internet access is/is not expected to be available and reliable [OR]
- [If cell service and internet access is not expected to be reliable, explain modes of communication to campus available to participants, identifying at least two options (e.g., two satellite phones, kept in different locations/ by different people)].

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?*

- No other participants involved [OR];
- Yes, other participants involved, including expected regular interaction with [students/employees] from (name other entities); participants are informed in the pre-departure meeting that reports made by others about them may be shared with officials who oversee university processes for addressing misconduct and, conversely, if they report concerns about participants from other entities to the recommended contacts, those reports can be shared with other entities to address reported misconduct.

Recommended contact for any suspected misconduct *Note: Participants remain free to use this contact or any other contact they prefer to report misconduct; more than one contact may be listed.*

- Consistent with university policy, the recommended point of contact for any concerns related to sex- or gender-based harassment or violence is Katie Polidoro, Director of Title IX Compliance (for time sensitive matters, report directly to polidoro@vt.edu; otherwise report via the Office for Equity and Accessibility at equityandaccess@vt.edu or 540-231-2010);
- Other reports of discrimination or harassment under the university's nondiscrimination policy (<https://policies.vt.edu/1025.pdf>) can be made via the Office's for Equity and Accessibility's online form, available at https://cm.maxient.com/reportingform.php?VirginiaTech&layout_id=40.
- For other concerns, we encourage program participants to report through the Principal Investigator (Mikel Arteta), directly to the University's Dean of Students office (dean.students@vt.edu or 540-231-3787).

Emergency Response Plan

Include contact info for local emergency medical personnel

- [Contact information for local U.S. embassy or consulate]
- [Contact information for local emergency services, including law enforcement and medical needs]

Special circumstances that necessitate special plans *Examples may include: participants are at sea or other remote locations without ability to make contact with 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.*

- [E.g.. participants are informed in pre-departure meeting that modes of communication may be limited to radio and satellite phone for portions of travel on sea vessel to site location; participants are also made aware of availability and locations of emergency medical kits during travel].

Other Comments or Information that participants may find useful *Include local police and medical services numbers; for international trips, it is wise to include embassy/consulate contact information if not already provided.*

- Covered above

Date plan on file with unit

- February 14, 2024