

# RSCA Project Plan Date Extension Notification | COVID-19

BEFORE YOU PROCEED, PLEASE NOTE ...

This form should ONLY be used to report a RSCA Project Plan date extension WITHOUT any other changes in the approved Project Plan. MAKE A SEPARATE SUBMISSION FOR EACH ACTIVE APPROVED RSCA PROJECT PLAN.

All terms and conditions of the original Project Plan continue to apply to extensions, including ability and readiness for immediate shutdown, if necessary.

If you are making project personnel changes to an approved Project Plan, you must update your project access name list and schedule with your College through your respective college-defined process and wait for approval from the College before proceeding with the new or expanded personnel list.

If you are making other project changes to an approved Project Plan, you must submit a NEW Project Plan form using <https://forms.gle/YACv8ZfoRcWbcqwq6> and include your original project title.

Access approvals may be revoked at any time due to public health orders, outbreaks, projects diverging from approved plans, or access limitations resulting from on-campus instruction activities.

Please email questions to [vp\\_researchandinnovation@sjsu.edu](mailto:vp_researchandinnovation@sjsu.edu).

\* Required

1. Email \*

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2. RSCA Leader Name (PI or other faculty leader) \*

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3. RSCA Leader Email \*

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4. Unit/Department and College/Division \*

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5. Original Project Title / Name (one project per submission) \*

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6. Original Approval End Date \*

*Example: January 7, 2019*

7. New Project End Date. \*

*Example: January 7, 2019*

By selecting "Submit" below, you confirm that, to the best of your knowledge and ability, the Project Plan reflects the requirements of SJSU's Adapt Plan for RSCA and all applicable guidance, and that you will do your best to ensure that your project personnel are well-informed of their roles and responsibilities and will adhere to this Project Plan and follow public health guidance for the locations visited.

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