

Subject: Research Restart and OVPR exemptions

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Dear PI Colleagues,

You are receiving this message because you are named as PI on one more OVPR-approved exemptions to conduct on-campus research during the COVID-19 pandemic. Earlier today, Interim Vice President for Research Alison Preston sent a campus-wide [memo](#) announcing the University's [multi-phase plan to resume research operations](#). I am writing to clarify how the research restart process impacts your currently exempted research.

All OVPR-approved exemptions have an expiry date of 5/31/2020 or sooner, as stated in the exemption approval letter that you received. These exemptions will not be renewed. **To continue your research on-site beyond May 31, you must have an approved research restart plan on file with your college or school leadership.**

Visit the [OVPR Research Restart website](#) to find the link to submit your restart request to your CSU. Note that approval of restart requests is managed by your college/school leadership, not by OVPR. Do not submit requests to OVPR.

You will see that each Research Phase in the restart plan specifies a target Workforce Number, which refers to the maximum allowable percentage of researchers on-site. Research has been operating according to the plan's **Research Phase 4**, and we are transitioning to **Research Phase 3** beginning **June 1, 2020**. Research Phase 3 caps the Workforce Number at 30%-40% of the total research workforce. I realize that many of you have greater than 30%-40% of your research team working on-site under your currently approved exemptions. If approved by your college/school leadership, you may continue to operate at the level that was approved for your exemption. When submitting your restart request, be sure to mention your previously approved exemption and to include the number/names of people that you wish to continue working on site as we transition to Research Phase 3.

Again, in summary:

- Every PI who wants to conduct research on-site past May 31 must submit a research restart request to their college/school leadership, even if they have an approved exemption already.
- If you have greater than 40% of your research workforce working on site right now under an approved exemption, your associate dean for research has authority to determine whether you may continue operating at that staffing level through Research Phase 3. Submit your restart request and be sure to name everyone that you wish to retain on site for Research Phase 3.

Thank you for the work you and your teams have been doing to continue the university's research mission during this time.

Jennifer

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