

Wittenberg University

Sponsored-Projects Notification Requirements Regarding Sexual Harassment, Other Forms of Harassment, and/or Sexual Assault

Policy and Procedures for Reporting

PURPOSE

In 2018, the National Science Foundation (NSF) developed a new award term and condition that requires grantees to report findings of any type of harassment—including sexual harassment—regarding a PI or co-PI. The final version of the new term and condition is entitled "[Notification Requirements Regarding Findings of Sexual Harassment, Other Forms of Harassment, or Sexual Assault](#)" in the Federal Register (83 FR 47940).

As a condition of accepting funding support from NSF, and other federal agencies, such as the National Institutes of Health (NIH), and the National Aeronautics and Space Administration (NASA), Wittenberg University must disclose any findings that the reported individual has been found to have violated awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault. Wittenberg must also disclose imposition of any administrative action on the PI or any co-PI relating to any finding/determination or an investigation of an alleged violation of awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault.

The PI(s) and any co-PI(s) identified on awards must act in accordance with Wittenberg University policies and all applicable civil rights laws and regulations including, but not limited to, the following:

- Title VI of the Civil Rights Act of 1964
- Section 504 of the Rehabilitation Act of 1973
- Title IX of the Educational Amendments of 1972
- Age Discrimination Act of 1975

PROCEDURES

Grant recipient organizations are required to notify the federal awarding agency (i.e., NSF, NIH, NASA, etc.) if or when a PI or co-PI are respondents to findings of sexual harassment, or other forms of harassment, or sexual assault. Consistent with Wittenberg University's policies and statutes, privacy is maintained to the greatest extent possible in any disclosure. All PI's must ensure that any subawardee of a grant has the same reporting requirements in place, and that all co-PI's acknowledge Wittenberg's and the subawardee institution's notification requirements to the respective federal awarding agency.

Upon proposal submission:

All PIs and co-PIs submitting a proposal to a federal agency (i.e., NSF, NIH, NASA, etc.) will be asked to sign a statement via the internal approval form acknowledging that Wittenberg University will disclose any findings of sexual harassment, other forms of harassment, or sexual assault pertaining to them, or any administrative action relating to any finding or an investigation of alleged violations of awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault.

Upon proposal approval:

When a grant is approved by the granting agency, the Authorized Organizational Representative (AOR) will forward the names of PIs and co-PIs to the Director of Human Resources and Deputy Title IX Coordinator for vetting. In addition, all PIs and co-PIs will receive sexual harassment training from Wittenberg University in accordance with employee policy in the Employee Manual. In the pre-award process the AOR will share awarding agency regulations and University policy related to reporting.

If a PI or Co-PI is placed on administrative leave, or if Wittenberg University has imposed any administrative action on the PI or any co-PI relating to any finding/determination or an investigation of an alleged violation of awardee policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault, the Director of Human Resources and Deputy Title IX Coordinator will disclose the name(s) to the AOR.

The AOR will submit to:

1. NSF: an [Organizational Notification of Harassment form](#) and work with the NSF to develop a plan of action for the continuation of the funded grant project. This procedure complies with [NSF Important Notice No. 144](#) and related policies and procedures.
2. NIH: a [Grantee Harassment Webform](#) and work with the NIH to develop a plan of action for the continuation of the funded grant project. This procedure complies with [NIH 1311-Preventing and Addressing Harassment and Inappropriate Conduct](#) and related policies and procedures.
3. NASA: the [required reporting form to NASA](#) and work with the agency to develop a plan of action for the continuation of the funded grant project.

CONTACTS FOR QUESTIONS

Questions should be directed to the Provost's Office.

Drafted 10/10/2023

Accepted by Senior Staff 10/23/2023

Reviewed by Legal Services 10/27/2023