

## Student Project/Activity Proposal Form

Each student project or activity conducted on or off campus, that is not an integral part of the curriculum of a Yale course, must receive the appropriate oversight to ensure that the risks posed by the project to participants or bystanders are properly managed. If the type of project/activity or its location is not covered by an existing review and approval process, the attached form must be completed and submitted to Yale EHS in order to properly coordinate the assessment and management of risks. An appropriate review committee will be identified and tasked with reviewing the information provided, contacting the project lead to learn more about the project or activity and, if warranted, working with the project team to identify and implement actions required to ensure the safety of all involved. Required risk mitigation actions, if any, will be documented and must be implemented prior to initiation of the project or activity.

It is anticipated that an assessment of a project's or activity's risks along with the drafting of a mitigation plan can be performed within one week of submitting this form. The actual implementation of risk mitigation actions, and therefore the time required for final approval of the project, will vary based on what must be done.

<b>Date:</b>
<b>Project Lead(s):</b>
<b>Phone #:</b>
<b>Email:</b>
<b>Project Supervisor, Faculty Advisory or Sponsor (if any):</b>
<b>Project Name:</b>
<b>Anticipated Start Date:</b>
<b>Project Location:</b>
<b>Project Description:</b>

Please return the completed form to [ehs@yale.edu](mailto:ehs@yale.edu).