The Office of the Vice President for Research has created a new form, called the Critical On-Campus Research Activities Form During COVID-19 Emergency, within USCeRA, to facilitate easy reporting of critical research activities. All faculty members engaged in research that requires them and/or any members of their research team to continue working on-campus to pursue critical research should complete and submit this form through USCeRA.

This form is intended to help keep track of buildings where essential research is ongoing. It is not required by any entity external to the university but is being implemented internally to keep tabs on what is occurring in our research labs and facilities. It should be noted that while buildings are locked down for safety, those identified as “essential personnel” can enter the identified buildings.

Once the form is submitted, USCeRA will first generate an email to the Department Chair to evaluate, then to the Dean and finally to the Office of the Vice President for Research. Department Chairs and others in the approval chain will have the ability to decide whether the activity and/or the number of personnel involved is reasonable, and either approve as-is or return the form to the submitting faculty member for revision.

Critical activities include:

- Experiments that are ongoing and interruption would significantly harm the research
- Research that would require significant financial resources to replicate or restart
- Clinical research with potential for immediate positive impacts on patients
- Work involving valuable resources where interruption would cause major loss of project momentum
- Maintenance of critical equipment and core facilities
- Work directly related to COVID-19
- Other critical research activities not listed above

To report critical on-campus activities:

1. Log into USCeRA at https://sam.research.sc.edu/uscera/
2. Select the “Proposals” tab.
4. Click the garnet “Create new Critical Research Activity Form” button to access the form.
5. Complete the form and click the “Continue” button.
6. Review your answers, add comments as needed, and then click the blue “Submit” button to submit your completed form.