

Data Management and Sharing Plan

Specific Proposal Considerations

Both the NSF and NIH require a Data Management and Sharing Plan to be included as part of all proposal submissions. These documents, which are limited to no more than two pages, reflect these grantmakers' commitment to data sharing. Items required to maintain your plan are allowable costs and can be justified as such. The NSF and NIH websites have examples of these plans; the Sponsored Research Office (SRO) also has examples for review. Both organizations limit this plan to two pages.

While neither agency has a required form or format, each has elements to consider. Connecting these considerations to your narrative and potentially your budget (if resources are needed) can express your thought process and how well you have planned for contingencies. The SRO encourages you to consider these elements as you write your plan.

Element 1: Data Type

- A. List the types and estimated amount of scientific data expected through the project.
- B. Describe how data will be preserved and shared. Clarify your reasoning for this type of preservation and any College policy that supports it.
- C. Provide information on metadata and/or any associated documentation any how they will be made accessible to facilitate interpretation.

Element 2: Related Tools, Software and/or Code

Explain and list any specialized tools, software, and/or code that would be needed to access shared scientific data. Clarify access to these resources.

Element 3: Standards

What data standards will be applied to the scientific data and associated metadata? Provide the name(s) of the data standards and how they will be applied. If applicable, indicate that no consensus standards exist.

Element 4: Data Preservation, Access, and Associated Timelines

- A. List any repository(ies) where scientific data and metadata will be archived.
- B. Describe how the scientific data will be identified and findable.
- C. When and how long will the scientific data be made available?

Element 5: Access, Distribution, or Reuse Considerations

- A. Describe and justify any applicable factors or data use limitations affecting subsequent access, distribution, or reuse of scientific data related to informed consent, privacy and confidentiality protections, and any other considerations that may limit the extent of data sharing.

- B. Clarify whether and how access to scientific data will be controlled.
- C. Provide information on protections for privacy, rights, and confidentiality of human research participants.

Element 6: Oversight of Data Management and Sharing

How will compliance with this plan be monitored and managed? What will be the frequency of oversight and which institutional roles are responsible for compliance?