Data Management Plan Frequently Asked Questions

The National Science Foundation now requires all grant proposals to include a two-page data management plan. [http://www.nsf.gov/bfa/dias/policy/dmp.jsp](http://www.nsf.gov/bfa/dias/policy/dmp.jsp)

The National Institute of Health expects all grant proposals requesting more than $500,000 to include a data sharing plan. [http://grants.nih.gov/grants/policy/data_sharing/data_sharing_guidance.htm](http://grants.nih.gov/grants/policy/data_sharing/data_sharing_guidance.htm) In addition, most NIH grant programs state that all applications, regardless of the amount of direct costs requested for any one year, should address a data sharing plan.

1. **What data do I have to share?**

Some directorates and programs offer more specific guidelines. Note that figures within a publication aren’t sufficient – tables of the numbers used to create figures should be made available. In the guidance we’ve seen so far, sharing raw data is not typically required.

Where no specific guidance is available, we recommend researchers keep in mind two things when deciding which data to share:

- What data are necessary to reproduce or validate your results? Note that this may include code.
- What data have the potential for reuse by others?

2. **How soon do I need to share my data?**

Some directorates and programs offer more specific guidelines. If your directorate, program, or the solicitation does not offer more specific guidelines - the end of the award or publication are some benchmarks to consider.

3. **For how long do I have to provide access to my data?**

Some directorates and programs offer more specific guidelines. If you are depositing your data in a data center or archive with a long-term commitment to providing access to the data, then you should simply state this in your plan. If you plan to host the data yourself or pay a service provider to host it for you, then you should specify a time period that is reasonable and that your budget can sustain, and explain that in your data management plan.

4. **Where can I put my data?**

Some directorates and programs recommend certain repositories. If no recommendations are provided, some of your options include disciplinary repositories, the University of Arizona’s Campus Repository ([http://arizona.openrepository.com/arizona](http://arizona.openrepository.com/arizona) for smaller data sets), publishers (for data related to publications), or a custom solution for your project. Please contact Chris Kollen at [kollen@email.arizona.edu](mailto:kollen@email.arizona.edu) for specific recommendations.

5. **How do I budget for storing or providing access to data beyond the end of the grant?**

NSF and NIH allow for costs associated with data management (for NSF grants, typically line G2, with an explanation in the budget justification).
If you are depositing your data in a data center or archive, then your data will probably be available for the long term. Most data centers or repositories either accept data free of charge (if it is within their collection scope) or charge a one-time fee at the time of deposit, making budgeting fairly straightforward.

6. I don’t think I can share my data because of issues related to privacy and confidentiality (or license agreements, commercial applications, etc.).

NSF and NIH recognizes that there are legitimate circumstances under which an investigator simply cannot share their data. Your data management plan should explain those circumstances. NIH has a section in the NIH Data Sharing Policy that addresses Human Subjects and Privacy Issues, [http://grants.nih.gov/grants/policy/data_sharing/data_sharing_guidance.htm#hs](http://grants.nih.gov/grants/policy/data_sharing/data_sharing_guidance.htm#hs).

7. Is there anyone that can review my data management plan before I submit my grant proposal?

Yes, the Library provides support for developing data management plans, including suggestions for services and data centers within and beyond the University of Arizona.

Contact Chris Kollen at kollen@email.arizona.edu or 520-305-0495 for more information.

8. Do you have some sample data management plans I can look at?

The Data Management Resources website provides examples of data management plans from other institutions, [http://data.library.arizona.edu/data-management-plans/data-management-plan-examples](http://data.library.arizona.edu/data-management-plans/data-management-plan-examples). We are interested in providing sample plans that have been reviewed favorably. If your data management plan receives favorable reviews and you are willing to share it with colleagues, please let us know.

Resources

**Online:**

**Data Management Resources** -- [http://data.library.arizona.edu/](http://data.library.arizona.edu/)

Brings together resources and tools for data management and data curation. It also provides links to research computing tools available on campus.

**DMP Tool** -- [https://dmptool.org/](https://dmptool.org/)

Provides template for creating, reviewing, and sharing data management plans that meet institutional and funder requirements. Includes links to general and UA resources.

**Developing a Data Management Plan** -- [http://www.library.arizona.edu/tutorials/data_management_plan/](http://www.library.arizona.edu/tutorials/data_management_plan/)

Online tutorial with 6 modules (you can view the entire tutorial or only the one or two you are interested in) to assist faculty, researchers, and graduate students during the data management planning process.

**In-person:**

**Developing a Data Management Plan Workshops**

Overview of questions to consider when developing a data management plan.

Interested? Contact Chris Kollen at kollen@email.arizona.edu to schedule a customized workshop for your department or unit.
Meet with a librarian for a consultation
Contact Chris Kollen at kollen@email.arizona.edu to set up an appointment.