**Ohio University**

**National Science Foundation Data Management Plan (DMP)**

Investigators are expected by NSF to promptly prepare and submit for publication the significant findings from work conducted under NSF grants. You are also expected to list authorship in a manner that accurately reflects the contributions of those involved with the grant. To facilitate this The National Science Foundation has initiated a new requirement for a plan for data management and sharing of the products of research.

This must be no more than two pages in length and be specifically labeled as the “Data Management Plan”. The data plans are reviewed as an integral part of the proposal. Collaborative proposals submitted simultaneously should submit only one Data Management Plan. Supplementary support proposals for an existing award do not need to include a Data Management Plan.

NSF has a frequently asked questions page relating to data management and sharing that address issues such as sensitive information release, intellectual property concerns, archiving of data, institutional data ownership policies and other issues. This is located at: <http://www.nsf.gov/bfa/dias/policy/dmpfaqs.jsp#1>

There is an “opt out” mechanism for this requirement if the investigator feels that a detailed plan is not necessary if the study is not anticipated to generate data or samples that require management and/or sharing. The plan then would state that no detailed plan is required with a CLEAR justification of why it is not needed. The justification must be included along with the statement.

***To assist with preparation of this portion of the proposal a template for the data management plan is included below. Please remember it can only be two pages and must be formatted with the 1 inch required margins and fonts:***

**Data Management Plan**

**Data Information**

*[Describe the types of data, samples, physical collections, software, curriculum materials, and other materials to be produced in the course of the project]*

**Standards for Format and Content**

*[Describe the standards to be used for data and metadata format and content. If existing standards are absent of deemed inadequate document this along with proposed solutions or remedies]*

**Policies for Access and Sharing**

*[Include a description of how you will provide access at no more than incremental cost and within a reasonable time, the primary data, samples, physical collections and other supporting materials created or gathered during the work with this proposal. Also describe how you will protect privacy, confidentiality, security, intellectual property or other rights or requirements that your proposal may need. Include the specific data formats, media, etc. that will be used to make data accessible to others. If this proposal is part of a research center or partnership with others you must address how data will be shared and managed with partners, center members, and other major stakeholders. Any publication delay policies that are applicable must be clearly stated]*

**Policies and Provisions for Re-Use, Re-Distribution and Production of Derivatives**

*[Include a description of how you will provide for the above]*

**Policies for Archiving and Preservation**

*[Describe the physical and/or cyber resources and facilities that will be used for storing research data. Note that in collaborative proposals or proposals involving sub-awards the lead PI must be responsible for assuring data storage and access. Minimum retention of research data is 3 years after the conclusion of the award or three years after public release, whichever is later but check the individual award guidelines to assure a longer period is not required.]*