Data Management Plans
Information for MU Researchers Submitting Proposals to the National Science Foundation (NSF)

Effective January 18, 2011, the NSF requires that all submitted proposals must include a supplementary document of no more than two pages labeled "Data Management Plan" (DMP). This supplementary document should describe how the proposal will conform to NSF policy on the dissemination and sharing of research results. Proposals that do not include a DMP will be rejected by the NSF.

Precisely what your management plan should contain will depend on the specifics of your proposed project – what data will be generated, who might be interested in using that data and how access will be provided. Please consult the web sites listed below in “Helpful Information Resources” for more background on data life cycles, etc.

Relevant Resources and Services at the University of Missouri

Generally, you are strongly encouraged to disseminate your research data through any and all appropriate data archives – please see the list of repositories sorted by category available at: http://oad.simmons.edu/oadwiki/Data_repositories. And Purdue University has a thorough list at: http://d2c2.lib.purdue.edu/OtherRepositories.php.

In addition, you are strongly encouraged to post relevant final (archive) data sets – such as those associated with your publications—in MOspace, the University of Missouri’s Institutional Repository. If you need additional information or assistance, Library staff are available to help you get your data into MOSpace – please email mospace@missouri.edu for assistance.

Local, long-term Data Storage options available:

- Like placing your scholarly content in the Library, you can archive files in MOspace - the open access digital repository of the University of Missouri System. MOspace is a permanent dissemination archive. Once submitted, files are not revised. MU Libraries will provide a permanent URL for the files, as well as additional metadata to increase visibility of your items. Access to your files is perpetual. For more information on MOspace, see https://mospace.umsystem.edu/xmlui/pages/about or email mospace@missouri.edu.

In case it is helpful, here is an example description recently included in a proposal:

MOspace (https://mospace.umsystem.edu)
MOspace, our digital institutional repository, is a joint initiative of the University Libraries, the Office of Library Systems, and the Division of IT. Based on MIT’s Dpace platform, MOspace is an online repository for scholarly work and resources created by faculty, staff and students at the University of Missouri. MOspace makes created knowledge and research products from MU available to the wider community of researchers and students and assures preservation of these materials for the future.

- Support for projects provided by MU’s Informatics Research Core Facility (IRCF) includes data management assistance. IRCF staff will help their clients determine which national/international data archive(s) are appropriate and provide assistance in getting the applicable data into that archive. They will also provide consulting and advice on what data should be retained, for how long and options for short-term and intermediate data storage.
- Results of other analyses done on MU’s **Research Support Computing** equipment (aka UMBC maintained equipment which includes Lewis and Clark and other systems described at: [http://umbc.rnet.missouri.edu/resources](http://umbc.rnet.missouri.edu/resources)) will be retained indefinitely. Currently no charges are incurred for data storage – rather projects are encouraged to include relevant disk storage in their project budget. If at some point in the future, charges are to be applied, and the researcher chooses not to fund the disk storage, assistance will be available to help relocate the data - hopefully to a national or international data collection relevant to that discipline or field of study.

You may also find the descriptions of MU’s cyberinfrastructure resources useful – see: [http://umbc.rnet.missouri.edu/CyberinfrastructureResources.html](http://umbc.rnet.missouri.edu/CyberinfrastructureResources.html)

- Researchers who choose to use stand alone computer systems, or have their data sets created and/or stored elsewhere, are responsible for establishing and clearly communicating to the NSF their intentions for long-term data storage in their Data Management Plan.

### HELPFUL INFORMATION RESOURCES


For more information about this new requirement, you may wish to consul the Grant Proposal Guide, Chapter II.C.2.j at [http://www.nsf.gov/pubs/policydocs/pappguide/nsf11001/gpg_2.jsp#dmp](http://www.nsf.gov/pubs/policydocs/pappguide/nsf11001/gpg_2.jsp#dmp)


Data Management Plan examples (**not NSF compliant, but helpful examples**): [http://www.icpsr.umich.edu/icpsrweb/ICPSR/dmp/other-plans.jsp](http://www.icpsr.umich.edu/icpsrweb/ICPSR/dmp/other-plans.jsp)


U of Connecticut has a nice easy to grasp collection of resources at: [http://www.lib.uconn.edu/scholarlycommunication/data.html](http://www.lib.uconn.edu/scholarlycommunication/data.html)

U of Wisconsin has a very nice web site at: [http://dataplan.wisc.edu/](http://dataplan.wisc.edu/) This page re: meta data is a good example: [http://researchdata.wisc.edu/manage-your-data/xml-metadata-tools/](http://researchdata.wisc.edu/manage-your-data/xml-metadata-tools/)

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**Background info on NSF Data Management Plans.**


**Plans for data management and sharing of the products of research.** Proposals must include a supplementary document of no more than two pages labeled “Data Management Plan”. This supplement should describe how the proposal will conform to NSF policy on the dissemination and sharing of research results (see AAG Chapter VI.D.4), and may include:

1. the types of data, samples, physical collections, software, curriculum materials, and other materials to be produced in the course of the project;
2. the standards to be used for data and metadata format and content (where existing standards are absent or deemed inadequate, this should be documented along with any proposed solutions or remedies);
3. policies for access and sharing including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements;
4. policies and provisions for re-use, re-distribution, and the production of derivatives; and
5. plans for archiving data, samples, and other research products, and for preservation of access to them.

Data management requirements and plans specific to the Directorate, Office, Division, Program, or other NSF unit, relevant to a proposal are available at: http://www.nsf.gov/bfa/dias/policy/dmp.jsp. If guidance specific to the program is not available, then the requirements established in this section apply. This requirement does not yet apply to SBIR/STTR (Small Business Innovation Research /Small Business Tech Transfer) proposals. Some directorates within NSF are just going with the “baseline” NSF requirements, but ENG, GEO, MPS, and SBE directorates have additional requirements. Within MPS, five divisions have their own unique requirements - see: http://www.nsf.gov/bfa/dias/policy/dmp.jsp.

Simultaneously submitted collaborative proposals and proposals that include subawards are a single unified project and should include only one supplemental combined Data Management Plan, regardless of the number of non-lead collaborative proposals or subawards included. Fastlane will not permit submission of a proposal that is missing a Data Management Plan. Proposals for supplementary support to an existing award are not required to include a Data Management Plan.

A valid Data Management Plan may include only the statement that no detailed plan is needed, as long as the statement is accompanied by a clear justification. Proposers who feel that the plan cannot fit within the supplement limit of two pages may use part of the 15-page Project Description for additional data management information. Proposers are advised that the Data Management Plan may not be used to circumvent the 15-page Project Description limitation. The Data Management Plan will be reviewed as an integral part of the proposal, coming under Intellectual Merit or Broader Impacts or both, as appropriate for the scientific community of relevance.