## **Data Management Plan Template:**

## **National Science Foundation (NSF) Grant Proposals**

## The National Science Foundation (NSF) requires that all grant proposals include a Data Management Plan (DMP) **no more than two pages** in length. University of Arkansas researchers may wish to adapt the template below. Some NSF directorates and programs provide specific guidance, see <https://www.nsf.gov/bfa/dias/policy/dmp.jsp>. For additional DMP examples, see <https://dmptool.org/> .

**Introduction**

This plan describes the management, dissemination, retention, and archiving of the research data produced during the proposed project. The staff of [INSERT YOUR DEPARTMENT OR LAB NAME HERE], in consultation with the Libraries and University IT, will provide for sustainable discovery, access to, and preservation of these data for use by other researchers, instructors, and interested members of the public for the length of this project and at least three years beyond. This will be facilitated through data and publication deposits in existing open access disciplinary and/or institutional repositories.

**Data Formats and Description**

We will utilize a common metadata scheme, e.g. Dublin Core, to capture information about the data collected during the course of our research. We will consult with a metadata expert from the Libraries to create a working template that captures each dataset’s metadata throughout the research process.

**Access, Reuse, Redistribution, and Derivative Works Policies**

[If no sensitive or personally-identifiable information is used, include this:]

We anticipate no sensitive or confidential data. All data produced during this research will be available freely to the public under an Open Data license <https://opendatacommons.org/licenses/>. [STATE WHICH LICENSE YOU INTEND TO APPLY.]

[If sensitive or personally-identifiable information is used, include this instead:]

Results, data, and collections will be made available to other researchers in a timely basis with [EXAMPLE] limitations. Sensitive and confidential data collected will be treated following [HIPAA/IRB] regulations, and an added layer of security will be implemented using [STRATEGIES SUCH AS DATA ENCRYPTION, RESTRICTED ACCESS, OR THE SEPARATION OF IDENTIFIABLE DATA]. Non-sensitive and non-confidential data produced during this research will be available freely to the public under an Open Data license <https://opendatacommons.org/licenses/>. [STATE WHICH LICENSE YOU INTEND TO APPLY.]

**Data Archiving and Preservation**

To increase access to the published research that has been funded, the research collaborators will deposit peer-reviewed or pre-print manuscripts (with linked supporting data where possible) in [INSERT NAME OF REPOSITORY HERE]. For a listing of data repositories by discipline, see the Open Access Directory [http://oad.simmons.edu/oadwiki/Data\_repositories]](http://oad.simmons.edu/oadwiki/Data_repositories)**.**

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