

## National Science Foundation Data Management Plan Requirements

Proposals submitted to the National Science Foundation (NSF) due on or after January 18, 2011, must include a supplementary document of no more than two pages labeled “Data Management Plan.” This supplementary document should describe how the proposal will conform to NSF policy on the dissemination and sharing of research results.

### NSF Guidance

NSF’s Grant Proposal Guide (GPG) Chapter II.C.2.j provides more information on data management plans:

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:

- the types of data, samples, physical collections, software, curriculum materials, and other materials to be produced in the course of the project;
- 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);
- policies for access and sharing including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements;
- policies and provisions for re-use, re-distribution, and the production of derivatives; and
- 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.

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.

NSF has provided additional guidance on development of data management plans on their website. The main page for information about data management is entitled Dissemination and Sharing of Research Results and can be viewed at: <http://www.nsf.gov/bfa/dias/policy/dmp.jsp>. NSF also lists the requirements for data management plans by Directorate, Office, Division, Program or Other NSF unit on this page. Program solicitations may have more specific requirements for data management plans.

NSF also provides an FAQ at: <http://www.nsf.gov/bfa/dias/policy/dmpfaqs.jsp>

### **Other Useful Sites**

Other useful sites with information on how to create a data management plan include:

University of California Library:

<http://www.cdlib.org/services/uc3/datamanagement/>

eScience Institute:

<http://escience.washington.edu/what-we-do/writing-your-nsf-data-management-plan>

Association of Research Libraries:

<http://www.arl.org/rtl/eresearch/escien/nsf/nsfbackground.shtml>

<http://www.arl.org/rtl/eresearch/escien/nsf/nsfresources.shtml>

<http://www.arl.org/rtl/eresearch/escien/nsf/creatensfplan~print.shtml>

Massachusetts Institute of Technology Libraries:

<http://libraries.mit.edu/guides/subjects/data-management/>

Inter-University Consortium for Political and Social Research (ICPSR)

<http://www.icpsr.umich.edu/icpsrweb/ICPSR/dmp/>

Australian National Data Service: Data Management for Researchers

<http://ands.org.au/researchers/manage-data.html>

### **ISU Policies**

ISU does not have a university-wide policy on academic data management. Researchers should follow the policies of their academic unit or division, if any, as well as the policies and guidelines of their sponsors when submitting proposals requiring data management plans.