DATA MANAGEMENT PLANS

WHAT IS DATA MANAGEMENT PLAN?

A data management plan (DMP) is a formal document stating your data management practices both during and after a specific research project.

Many funding agencies require a DMP with new grant proposals. In general, a DMP should include the types of data being collected, data formats (including metadata), and your plans for data storage, sharing, and preservation.

BEST PRACTICES

Check funding agency guidelines before writing

- Funding agency guidelines vary widely so always check their website for the latest guidelines before starting to write a DMP

Write a DMP (even if your funding agency doesn’t require one)

- Write a separate DMP for each research project
- Be as comprehensive and specific as possible with your data management practices. For example, where will you store your data and how will you back up your data?
- Write a DMP that’s ~2 pages

Share and update the DMP throughout the project lifecycle

- Share the DMP with everyone involved in the project
- Put the data management practices in the DMP into practice
- Update the DMP as the project evolves

Source: Data Management for Researchers by Kristin Briney
### REASONS TO CREATE A DMP

<table>
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<tr>
<th>SAVES VALUABLE TIME AND RESOURCES</th>
<th>AVOIDS DUPLICATION OF RESEARCH (E.G. RE-COLLECTING DATA)</th>
<th>PROVIDES CONTINUITY IF RESEARCHERS JOIN OR LEAVE THE PROJECT</th>
<th>MANY FUNDERS REQUIRE A DMP WITH GRANT PROPOSALS</th>
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### RESOURCES FOR WRITING A DMP

| University of Minnesota's Funding Agency Guidelines | • URL: bit.ly/UM_agencyguidelines  
• Lists requirements for most federal funding agencies (NIH, NASA, DOE, DOT, etc.) |
|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Columbia University's Data Management Planning Self-Assessment | • URL: bit.ly/CU_selfassess  
• Extensive list of questions to consider when writing a DMP |
| ICPSR's Framework for Creating a Data Management Plan | • URL: bit.ly/ICSPR_DMP  
• Outlines many of the recommended DMP sections, including example text for each section |
| DMPTool | • URL: dmptool.org  
• Free, online resource that guides you through writing the necessary sections of a DMP  
• Extensive repository of sample DMPs |

OU LIBRARIES CAN HELP WITH THE STAGES OF WRITING A DMP, FROM FINDING FUNDING AGENCY GUIDELINES TO PROOFREADING.

**Contact Joanna Thielen, Research Data Librarian, for assistance**

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Source: *Data Management for Researchers* by Kristin Briney