

Belmont Forum: The Belmont Forum Data and Digital Output Management Plan - 1. Expressions of Interest/Pre-Proposal Stage

Data summary

What types of datasets and other digital outputs of long-term value do you expect that the project will produce or reuse?

Guidance:

“Long-term” means those data and digital outputs that will or may be of value to others within your research community and/or the wider research, innovation, and stakeholder communities.

Which member(s) of your team will be responsible for developing, implementing overseeing, and updating the Data and Digital Outputs Management Plan?

How have you accounted for the costs required to manage the data and digital outputs to ensure long-term accessibility?

Belmont Forum: The Belmont Forum Data and Digital Output Management Plan - 2. Full Proposal

Data summary

What types of datasets and other digital outputs of long-term value do you expect the project will produce or reuse?

Guidance:

“Long-term” means those data and digital outputs that will or may be of value to others within your research community and/or the wider research, innovation, and stakeholder communities.

How do you intend to ensure that the data and digital outputs from your project conform to the Belmont Forum Open Data Policy and Principles, and the FAIR principles.

Responsibilities and Resources

Which member(s) of your team will be responsible for developing, implementing, overseeing, and updating the Data and Digital Outputs Management Plan?

How do you intend to manage the data and digital outputs during the project to ensure their long-term value is protected?

Guidance:

For example, where will the data be held during the project, who will have access, and will a specialised data manager be part of the project team?

How and by whom will the data and other digital outputs be managed after the project ends to ensure their long-term accessibility?

Guidance:

For example, will the outputs be published with a Persistent Unique and Resolvable Identifier (such as a Digital Object Identifier: DOI, Accession Number, Handle, etc.), and be placed in a recognised, trustworthy long-term domain or other repository or data centre. When will this occur? (Further information about repositories include, but are not limited to, the [Re3data.org](https://www.re3data.org/) registry of research data repositories, CoreTrustSeal list of certified data repositories, etc.)

Data sharing

What restrictions, if any, do you anticipate could be placed on how the data and digital outputs can be accessed, mined, or reused?

Guidance:

Belmont Forum policy is that the data should be as open as possible to commercial and non-commercial users, though with managed access where appropriate and necessary, for example, if there are sensitive data involving human subjects.

How will you ensure that any data security, privacy, and intellectual property restrictions associated with datasets and digital outputs will be honored and preserved in derivative products?

What supporting documentation and other information (e.g., metadata) do you plan to make publicly accessible to support the longer-term reuse of the data and digital outputs?

How have you accounted for the costs required to manage the data and digital outputs to ensure long-term accessibility?

Belmont Forum: The Belmont Forum Data and Digital Output Management Plan - Awarded Projects

Documentation and metadata

Agreed 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

Policies for broad access and sharing, including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements;

Policies and provisions for mining, reuse, re-distribution, and the production of derivatives;

Roles and responsibilities

Contact information for the person(s) responsible for updating the Data and Digital Outputs Management Plan as needed to comply with these guidelines; and

Data storage

A list of anticipated trustworthy, long-term repositories or data centers that will be used to ensure preservation of access to data and digital outputs following completion of the project.