



### **DATA MANAGEMENT PLAN (2 PAGE MAXIMUM)**

1. Specify the roles and responsibilities of all parties with respect to the DMP activities. EDU proposals often involve the collaboration of investigators and participants from many communities. Therefore, DMPs submitted to EDU should be appropriate to the data being generated and reflect the procedures, standards and best practices developed by the communities of practice in the area of research being proposed.
2. Specify the types of data or products that will be generated (e.g., test scores, survey responses, images, data tables, video or audio data, software, curricular , or exhibit materials). EDU expects its awardees to describe how data and related materials are generated to allow others to reproduce the research study. Further the DMP should support the PI's ability to share data, products and methods in such a way that others can understand, validate and replicate research findings.
3. Specify what data formats will be used (e.g., software code, text documents, XML files, websites, image files, data tables, or physical materials).
4. Specify how these data or products are to be stored, preserved, and shared. Unless otherwise restricted by policy or regulation, access to data and products should be provided, and data and the products of research shared, as soon as is reasonably possible.
5. Specify any restrictions on data or product storage, access, preservation or sharing. Access and sharing of data and products should reflect appropriate protections for IRB, privacy, confidentiality, data security, and intellectual property.
6. Specify how long access to data and products, and sharing of data or products, will be maintained after the life of the project, and how any associated costs will be covered and by whom. If data or products are to be preserved by a third party, please refer to their preservation plans if available.
7. Any guidelines for reuse, redistribution, or production of derivatives should be specified.

UHCL Requirement: reference (do not attach) the University of Houston System SAM Policy 07.A.08 Data Classification and Protection