



GULF OF MEXICO RESEARCH INITIATIVE DATA MANAGEMENT PLAN TEMPLATE FOR RESEARCH CONSORTIA

The Gulf of Mexico Research Initiative (GoMRI) requires draft data management plans be submitted within 90 days of receiving grant funding. GRIIDC staff will review the plans and work with the Research Consortia (RC) in the event changes are required before approval. RCs are required to have approved plans within 180 days of receiving grant funding. An effective data management plan will help researchers identify, organize, document, and store data to facilitate sharing through the Gulf of Mexico Research Initiative Information and Data Cooperative (GRIIDC).

To create a data management plan use the following checklist. It is expected that plans will be developed by the designated data manager for the Research Consortium in consultation with researchers and using the best knowledge available. RCs may update data management plans as new information becomes available. GRIIDC staff are available to provide guidance and support to help develop and maintain data management plans.

SECTION 1: RESEARCH CONSORTIUM INFORMATION

For the entire Research Consortium please provide:

1. Project Title

2. Lead Principal Investigator and Contact Information

3. Data Manager and Contact Information

4. Data Manager Roles and Responsibilities

Include a brief description of the expected roles and responsibilities of the RC data manager. Please provide the percent effort that the data manager will devote to RC data management responsibilities. Outline any specialized skills or training the data manager will require to complete their duties.

5. Data Submission to GRIIDC

Please describe your process for submitting Dataset Information Forms (DIFs) and Datasets to GRIIDC, including the role of the data manager in preparing, reviewing, submitting, and responding to requests for revisions to DIFs and datasets.

6. Data Management Training

Please describe any plans for providing data management training to members of your research consortium.

7. Communicating Data Submission Requirements

Please describe how you will disseminate GRIIDC dataset submission guidance for genetics, model, CTD, video, images, and other data types, to members of your research consortium.

8. Data Storage Backup

Please describe the research consortium requirements for the backup and storing of data by project participants before submission to GRIIDC.

9. Ethics and Compliance Information – Data Involving Human Research Subjects

- a) Do any components of the research project require Institutional Review Board approval?
- b) Are there any Institutional Review Board (IRB) or HIPPA (Health Insurance Portability and Accountability Act) issues that might preclude sharing data?

SECTION 2: METHODS INFORMATION

The methods used to collect, generate, or otherwise acquire data can influence how data will be stored and organized. Please answer the following questions with the best available information for each data type.

1. Research Cruises

- a) Will your RC be organizing or participating in research cruises?

If yes,

- b) How many research cruises will your RC be participating in or organizing?
- c) If known, please list cruise name, estimated dates of research cruise(s), and types of data collected on each cruise (e.g. CTD, ADCP, Plankton tows, etc.).

2. Non-Cruise Field Work

a) If your RC is not participating in research cruises, will any field work be performed?

If yes,

b) Will you be collecting environmental data while in the field?

c) What types of environmental data will be collected?

d) Will moored buoys, drifters, or other oceanographic platforms collect any of this data?

If yes,

e) Please describe which platforms will be used.

3. Environmental Sample Lab Analysis

a) Will your RC be collecting any samples in the field that will then be analyzed in the lab?

If yes,

b) What types of samples will be collected and what types of analysis will be performed on each sample type? (e.g. fish muscle tissue analyzed for mercury, fish otoliths for age, fish fin clip for next generation DNA sequencing, sediment grain size from cores, isotopes, etc.)

4. Microcosms/Mesocosms

a) Will your RC be performing any microcosm or mesocosm experiments?

If yes,

b) What microcosm or mesocosm experiments will your RC perform?

5. Pure Lab-Based Studies

a) Will your RC be performing any purely lab based work? (examples: measuring properties of standard chemicals, developing new dispersants, measuring flow rates of jets)

If yes,

b) What purely lab based experiments will your RC perform?

6. Modeling

a) Will your RC be conducting any numerical or computational modeling?

If yes,

b) What modeling activities will your RC perform?

c) Do any of these models use non-publicly available code? If so, please list.

7. Mapping

a) Will your RC be conducting any mapping activities?

If yes,

b) What mapping activities will your RC perform?

8. Remote Sensing and Aerial Imagery

a) Will your RC be using or acquiring any remotely sensed or other aerial imagery data?

If yes,

b) What types of remote sensing or aerial imagery data will be used or acquired?

c) Are any of these data proprietary (i.e. cannot be freely redistributed)?

9. Images

a) Will any of your RC activities produce images as data? (NOTE: This does not include images taken through education or outreach activities or photos of research work that are taken for use in presentations, etc.)

If yes,

b) What activities will produce images as data?

10. Video

a) Will any of your RC activities produce videos as data? (NOTE: This does not include videos taken through education or outreach activities or videos of research work that are taken for use in presentations, etc.)

If yes,

b) What activities will produce video as data? (example: microscopy)

11. Social Surveys and Interviews

a) Will your RC be performing any surveys of people or in-person interviews?

If yes,

b) What survey activities will your RC perform?

12. Economics

a) Will your RC acquire or use any economic data?

If yes,

b) What economic data will your RC be acquiring or using (e.g. household income, fish landings, fish production, oil production, etc.)?

c) Will this data be acquired from existing sources?

If yes,

d) What are the planned sources for data for each data type?

13. Other Methods and Data Types

