



November 9, 2010

MEMORANDUM

To: All Faculty

From: Norma M. Allewell *Norma M. Allewell*
Interim Vice President for Research
Joseph JaJa *Joseph F. JaJa*
Interim Vice President and Chief Information Officer
Patricia A. Steele *Patricia A. Steele*
Dean of the Libraries

Subject: Requirement for supplementary section on data management on all new NSF proposals effective January 18, 2011

We are writing to inform you of NSF's new requirement that all proposals submitted on or after January 18th, 2011 must include a plan for data management and sharing of the products of research, or assert the absence of the need for such plans. 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.

Fastlane will not permit submission of a proposal that is missing a Data Management Plan. However, proposals for supplementary support for an existing proposal are not required to submit a Data Management Plan. Simultaneously submitted collaborative proposals and proposals that include subawards should include only one supplemental combined Data Management Plan.

The Data Management Plan should be provided as a Special Information and Supplementary Document no more than two pages in length. Cross-references should be included in other sections of the Proposal, as appropriate.

The 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:

1. the types of data, samples, physical collections, software, curriculum materials, and other materials to be produced in the course of the project;
2. 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);
3. policies for access and sharing including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements;
4. policies and provisions for re-use, re-distribution, and the production of derivatives; and
5. plans for archiving data, samples, and other research products, and for preservation of access to them.

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.

We have appointed an *ad hoc* faculty committee to advise the University community about the technical and organizational resources required to support this requirement, and to make recommendations about University policies and procedures that need to be developed. Recognizing that data management can be discipline specific, the committee is comprised of active researchers representing a wide variety of disciplines.

The members of the Data Management Committee are the following:

Michael Cummings (Biology, UMIACS)
Michael Evans (Geology)
Sridhar Gopaldaswami (Manager of Enterprise Storage, OIT)
Dushanka Kleinman (Epidemiology & Biostatistics)
Pino Martin (Aerospace Engineering)
Wayne McIntosh (Government and Politics)
Utpal Pal (Veterinary Medicine)
Garyk Papoian (Chemistry and Biochemistry, IPST)
Colin Phillips (Linguistics)
Gregory Sullivan (Physics)
Alan Sussman (Computer Science)
Sylvain Veilleux (Astronomy)
James Zahniser (Instructional Technologies, ENGR)
Dalin Zhang (Atmospheric and Oceanic Science)

We will share information about resources, policies and procedures at UM as quickly as possible.

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 you have questions that are not addressed on the NSF website, please contact Denise Clark, Assistant Vice President, Division of Research (djclark@umd.edu).