
Plan Overview

A Data Management Plan created using DMPTool

Title: Baylor University Food Insecurity Sample DMP

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Project abstract:

This project will investigate the food insecurity on community college campuses in Texas. Texas has 50 community college districts covering the entire state organized into 6 regions. Assuming that most community college students live within 50 miles of the school, we will identify those census tracts in proximity of each university and look at the median household income and total population living in poverty. We will also look at the number of SNAP providers and the food deserts for these areas. We will then focus on the five community colleges that are located in places of the most need and the five community colleges that are located in the places with least need. First, we will look at the school websites to see if they offer any services that address food insecurity. Then we will send out a survey to each student body. From survey respondents who indicate that they are willing, we will conduct focus groups. Focus group participants will get a \$25 grocery store voucher for every session they come to. The focus groups will continue monthly for the duration of a school year.

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Copyright information:

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Types of data produced

The types of data, software, curriculum materials, and other materials to be produced in the course of the project that are publicly releasable.

This project will produce four different sets of data

- demographic and food availability data for the regions surrounding the 50 community colleges
- website analyses of 10 sample community colleges
- survey data from these same colleges
- focus group data from these same colleges

Data and metadata standards

The standards to be used for data and metadata format and content.

The demographic and food availability data for each of the 6 community college region will be available as a separate .csv file. The data will be visualized using Tableau and QGIS. The README for this dataset will have information about each region including the community college districts and the data collected for each district. Also included in the README are the steps used for the analysis.

The website analysis of the 10 sample community colleges will consist of screenshots saved as .png files and an Excel spreadsheet containing the analysis. The websites will be analyzed according to a 15-question rubric which will be available in the README for this dataset.

The survey data will be collected using SurveyMonkey and be downloaded as a .csv file. SPSS will be used to analyze the data. A codebook will be produced for the survey data.

The focus group will follow a semi-structured format. Each session (10 sessions each for 10 schools) will be recorded and then transcribed. Contact information and demographics of the participants will be recorded. NVivo will be used to analyze the data. The README for this dataset will include the file naming convention for the data produced.

Conditions for access and sharing

Conditions for access and sharing including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements.

There will be no restrictions on the demographic and food availability dataset and the website analysis.

The raw survey data that will be made available to the public will be anonymized (i.e. email addresses will be stripped) and de-identified (i.e. data from groups with less than 5 people in them will be removed from the public data or recoded into larger groups). Researchers who wish to work with the full data set must contact the PIs directly and must sign an IRB addendum and a license agreement. Analyzed data will be made public with the same caveats as the raw data.

The transcripts but not the recordings of the focus groups will be made publically available. General group demographics (i.e. gender, age ranges, class standing, major, race/ethnicity) will be given but not about the individuals.

Conditions and provisions for reuse, redistribution, and derivatives

Conditions and provisions for reuse, redistribution, and the creation of derivative works.

The data that is made publically available will have a CC-BY license.

Plans for archiving and preservation

Plans for archiving datasets, or data samples, and other digitally formatted scientific data, and for preservation of access thereto. Explicitly describe how the data that underlies scientific publications will be available for discovery, retrieval, and analysis. In accordance with OSTP Memorandum, digitally formatted scientific data resulting from unclassified, publicly releasable research supported wholly or in part by DoD funding should be stored and publicly accessible to search, retrieve, and analyze to the extent feasible and consistent with applicable law and policy; agency mission; resource constraints; and U.S. national, homeland, and economic security.

All the publicly available datasets will be deposited in Harvard dataverse. The data will be deposited after the last publication is produced or 3 years after the conclusion of the project, whichever is sooner. The data will remain in the repository indefinitely.

Justification for the restriction of data

If, for legitimate reasons, the data cannot be preserved and made available for public access, the plan will include a justification citing such reasons.

Only data that could possibly identify human subjects will not be made available to the public.