Plan Overview

A Data Management Plan created using DMP Tool

Title: Westchester Local Food Project

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Data Manager: Mey Marple

Funder: United States Department of Agriculture (usda.gov)

Funding opportunity number: USDA-NIFA-CFP008683

Grant: https://www.grants.gov/web/grants/search-grants.html?keywords=community%2520food%2520project

Template: USDA-NIFA: National Institute of Food and Agriculture

Project abstract:

Our project is aimed at restructuring our local food system to be truly local. This a comprehensive plan that includes elementary school garden education and summer programming, a new more inclusive community garden model, a low cost csa option for residents in need, a wholistic education program teaching gardening, cooking, nature-based therapies and food-based entrepreneurship opportunities and increased volunteerism efforts.

Start date: 05-01-2022

End date: 05-01-2023

Last modified: 07-08-2024

Copyright information:

Westchester Local Food Project

Expected Data Type

Describe the type of data (e.g. digital, non-digital), how it will be generated, and whether the data are primary or metadata.

- **Research examples include: lab work, field work and surveys.**
- **Education examples include: number of students enrolled/participated, degrees granted, curriculum, and training products.**
- **Extension examples include: outreach materials, number of stakeholders reached, number of activities, and assessment questionnaires.**

We will be incorporating multiple of methods of data collection including surveys of educational class participants and event attendees, measurements of how many pounds of produce/CSA shares we distribute, number of participants in the Summer Gardening Program at the elementary school, number of attendees at the community food gatherings, educational classes and farmer's market. We will also be monitoring social media engagement.

Data Format

For scientific data to be readily accessible and usable it is critical to use an appropriate community-recognized standard and machine readable formats when they exist. If the data will be managed in domain-specific workspaces or submitted to public databases, indicate that their required formats will be followed. Regardless of the format used, the data set must contain enough information to allow independent use (understand, validate and use) of the data.

All data will be documented and saved for sharing in PDF Format.

Data Storage and Preservation

Data must be stored in a safe environment with adequate measures taken for its long-term preservation. Applicants must describe plans for storing and preserving their data during and after the project and specify the data repositories, if they exist. Databases or data repositories for long-term preservation may be the same that are used to provide Data Sharing and Public Access. Estimate how much data will be preserved and state the planned retention period. Include any strategies, tools, and contingency plans that will be used to avoid data loss, degradation, or damage.

All information will be stored electronically on the cloud and Google Drive

Data Sharing and Public Access

Describe your data access and sharing procedures during and after the grant. Name specific repositories and catalogs as appropriate. include a statement, when applicable, of plans to protect confidentiality, personal privacy, proprietary interests, business confidential information, and intellectual property rights. Outline any restrictions such as copyright, confidentiality, patent, appropriate credit, disclaimers, or conditions for use of the data by other parties.

All information will be available upon emailed request. We will share information electronically as necessary.

Roles and Responsibilities

Who will ensure DMP implementation? This is particularly important for multi-investigator and multi-institutional projects. Provide a contingency plan in case key personnel leave the project. Also, what resources will be needed for the DMP? If funds are needed, have they been added to the budget request and budget narrative? Projects must budget sufficient resources to develop and implement the proposed DMP.

As the project leader, I will ensure implementation of data collection, storage and sharing. I have two additional DMP team members assisting in this process as well.