
Plan Overview

A Data Management Plan created using DMPTool

Title: Project Andvari

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Project Andvari

Roles and responsibilities

The Data Management Plan should outline the rights and obligations of all parties with respect to their roles and responsibilities in the management and retention of research data. It should also consider changes to roles and responsibilities that will occur should a project director or co-project director leave the institution or project.

To ensure the proper implementation of the data management plan, the Project Andvari team will include the following roles: <how will all the responsibilities be distributed?>

- Development, testing, and preservation of platform interface code
- Harvesting / ingesting records, surrogates from contributing institutions AND preservation
- Development & preservation of thesauri source material and code
- Hosting publically accessible site

Compliance with the data management plan will be enforced by <who? all? specific team member?> via <format checks; archive depositing schedule?>

Expected data

The Data Management Plan should describe the types of data, samples, physical collections, software, curriculum materials, and other materials to be produced in the course of the project. It should then describe the expected types of data to be retained.

During the second phase of *Project Andvari*, project tasks will focus on the development of a web-based interface for an aggregate portal of identified collections, harvesting object metadata records and digital surrogates from contributing institutions, and the generation of relevant authority vocabularies. The data generated by this project stage will include:

- <Source code for the interface, including data type and projected amount of data>
- <Records and surrogates from contributing institutions; *what format will be received/harvested from contributing institutions?*>
- <Thesaurus information including source data to be captured in spreadsheet, notes solicited from workshop, and final thesauri output in RDF/SKOS>.

Period of data retention

NEH is committed to timely and rapid data distribution. However, it recognizes that types of data can vary widely and that acceptable norms also vary by discipline. It is strongly committed, however, to the underlying principle of timely access. In their DMP applicants should address how timely access will be assured.

Once Project Andvari data is acquired by the project team either through project team development or partner institution contributions, it will be retained for the duration of Project Andvari and the Andvari web interface platform lifecycle in order to assure ongoing access to project data. While the ultimate responsibility of data preservation for contributed data remains with contributing institutions, data sharing agreements will be crafted to assure that our indefinite data retention timeframe is acknowledged by all parties so that no issues arise from our open-ended approach. All data will be retained in accordance with the data management plan detailed in this application and will not be subject to any embargo period (*unless any contributing institutions want an embargo; would they?*) In the event that interface user contributed information -- i.e. tags, comments, &c. -- is generated during the Andvari interface lifecycle, it will be subject to a review and approval period prior to publication on the public-facing interface and will be subject to the same retention schedule as all other project data.

Data formats and dissemination

The Data Management Plan should describe data formats, media, and dissemination approaches that will be used to make data and metadata available to others. Policies for public access and sharing should be described, including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements. Research centers and major partnerships with industry or other user communities must also address how data are to be shared and managed with partners, center members, and other major stakeholders.

Question not answered.

Data storage and preservation of access

The Data Management Plan should describe physical and cyber resources and facilities that will be used for the effective preservation and storage of research data. These can include third party facilities and repositories."

Question not answered.