

United States Department of Energy (DOE) (energy.gov): Department of Energy (DOE): Office of Science (Updated 2022)

Data Types and Sources

A brief, high-level description of the data to be generated or used through the course of the proposed research and which of these are considered [digital research data](#) necessary to [validate](#) the research findings

Content and Format

A statement of plans for data and metadata content and format including, where applicable, a description of documentation plans, annotation of relevant software, and the rationale for the selection of appropriate standards. (Existing, accepted community standards should be used where possible. Where community standards are missing or inadequate, the DMP could propose alternate strategies that facilitate sharing, and should advise the sponsoring program of any need to develop or generalize standards.)

Guidance:

- [DOE Office of Science Statement on Digital Data Management](#)
- [DOE Suggested Elements for a Data Management Plan](#)
- [DOE Policy FAQs](#)

Sharing and Preservation

The anticipated means for sharing and the rationale for any restrictions on who may access the data and under what conditions

Guidance:

- [DOE Office of Science Statement on Digital Data Management](#)
- [DOE Suggested Elements for a Data Management Plan](#)
- [DOE Policy FAQs](#)
- [Resources at DOE Scientific User Facilities](#)

A timeline for sharing and preservation that addresses both the minimum length of time the data will be available and any anticipated delay to data access after research findings are published.

Any special requirements for data sharing, for example, proprietary software needed to access or interpret data, applicable policies, provisions, and licenses for re-use and re-distribution, and for the production of derivatives, including guidance for how data and data products should be cited.

Any resources and capabilities (equipment, connections, systems, software, expertise, etc.) requested in the research proposal that are needed to meet the stated goals for sharing and preservation. (This could reference the relevant section of the associated research proposal and budget request).

Cost/benefit considerations to support whether/where the data will be preserved after direct project funding ends and any plans for the transfer of responsibilities for sharing and preservation.

Whether, when, or under what conditions the management responsibility for the research data will be transferred to a third party (e.g. institutional, or community repository).

Any other future decision points regarding the management of the research data including plans to reevaluate the costs and benefits of data sharing and preservation?

Protection

A statement of plans, where appropriate and necessary, to protect confidentiality, personal privacy, [Personally Identifiable Information](#), and U.S. national, homeland, and economic security; recognize proprietary interests, business confidential information, and intellectual property rights; and avoid significant negative impact on innovation, and U.S. competitiveness.

Guidance:

For proposals with Human Subjects Research (HSR), including research involving Personally Identifiable Information (PII), an appropriate research protocol will need to be approved by the appropriate DOE Institutional Review Board (IRB) or an external IRB with an approved federal wide assurance. Follow the instructions of the research solicitation to determine whether or not the data management aspects of this protocol should be included in the DMP. At a minimum the DMP should acknowledge the type of HSR and/or PII involved and give a projected timeline for IRB approval. Information regarding DOE requirements for HSR and research involving PII, including how to obtain IRB approval, can be found [here](#).

- [DOE Office of Science Statement on Digital Data Management](#)
- [DOE Suggested Elements for a Data Management Plan](#)
- [DOE Policy FAQs](#)
- [DOE Human Subjects Protection Program](#)

Rationale

A discussion of the rationale or justification for the proposed data management plan including, for example, the potential impact of the data within the immediate field and in other fields, and any broader societal impact.