

FORT Data Management Plan

These questions are designed to help you outline what data management tools will be needed to properly document and archive your project data.

PI Name:

Project Title:

- 1) Will your Project utilize existing or historic data? Yes/No
 - a. Where is the existing or historic data hosted/stored?
 - b. Are there access/use limitations associated with your historic data?
Yes/No (If yes, please provide a brief description of the limitations.)

- 2) Will your Project collect new data? Yes/No
 - a. What file format will be used to collect the data?

- 3) Will this project collect physical samples? Yes/No
 - a. Will physical samples need long-term storage? Yes/No

- 4) Is raw or analyzed data considered proprietary or sensitive (and shouldn't be publically available)? Yes/No
 - a. If yes, and you are releasing data, please specify the techniques you will use to obscure sensitive data (i.e. omission of particular field(s), aggregation):

- 5) What distribution platform will your data release use? (Per FSP requirements, data approved for release must be placed in an acceptable digital repository)
 ScienceBase National Water Information System (NWIS) USGS Biodata
 USGS NatWeb EROS Data Center Other: _____
(A full list of Trusted Digital Repositories can be found at https://www2.usgs.gov/fsp/acceptable_repositories_digital_assets.asp)

- 6) What Open Source format will your data be released in?
 CSV Shapefile GeoTIFF Other: _____

- 7) Will your original input/raw data also be made available to the public (discoverable)?
 Yes/ No

- 8) Is your project creating software/scripts? Yes/ No

- a. Will the software/scripts also be made available to the public (discoverable)? Yes/No
- 9) How will the data for this project be archived?
- 10) Are you collaborating with another entity other than FORT on this project? Yes/No
- a. If yes, who will be responsible for releasing the data to ensure compliance with policy requiring public access to open data? Self/Other:
- b. If yes, your project also requires that a Data Sharing Agreement for each collaborator be uploaded to DataDash.
- 11) Does data for this project rely on proprietary or licensed software? List software:
- a. If so, how will it be submitted in a non-proprietary format for release? List format(s):
- 12) What products or deliverables will your project produce? (check all that apply)
- Data Release Journal/Periodical Article USGS Data Series Open-File Report
- Other (list multiple products if necessary): _____
- 13) Articulate quality assurance and/or quality control procedures that are associated with each product (These procedures may not get fully developed until later in the project's lifecycle):
- 14) What is your anticipated timeline for the Project in relation to these key time points?
- a. End Data Collection
- b. End Data Analysis
- c. Publication of Products/Deliverables (may include multiple dates)
- d. Completion of Project (Archiving)
- 15) Is this project considered Mission Critical? Yes/No
- a. Is a FOIA request likely? Yes/No
- b. Is this high profile research? Yes/No
- c. Is this research project related to topics in litigation? Yes/No
- d. Does this project contain high value / long term data sets? Yes/No
- e. Does this project contain data about endangered / threatened Species
Yes/No
- f. Would products produced be considered 'Influential Products' by FSP (Fundamental Science Practices) and require additional OMB review?
Yes/No
- g. Other: