

Data Management Plan (annotated outline)

A Data Management Plan for a NASA proposal is a two-page document that describes the investigator's commitment to the ABoVE Data Policy and how the investigator plans to manage the data generated by the proposed research during and after the project.

It is anticipated that the DMP will be a living document, with periodic (~annual) updates to data sets identified for management and the schedule for their production.

The DMP should cover the following topics:

1. Information about the data
 - Describe the data and their organization. Roughly how many data files will be compiled and what is the expected volume?
 - What data will be collected?
 - How will the data be acquired? (When? Where? Methods?)
 - How will the data be processed? (Software used, Algorithms, Workflows). Describe how data quality will be ensured.
 - Estimates of the type and amount of data to be requested from the ABoVE project or other investigators and the desired time of delivery should be described.
 - Will you make data available to other investigators before project close-out? How?
 - Which of the data generated will become mature enough to submit to a long-term archive?
2. Description of data format
 - In what format(s) will the data be saved?
3. Metadata content and format
 - Describe the metadata prepared to describe the data. What information any outside parties might need in order to use your data? How will they be created and in what format or standard?
4. Compliance with ABoVE Policies for access, sharing, and re-use
 - Describe the data sharing planned and the responsibilities for compliance with the ABoVE data policy. Are there any ethical, privacy, intellectual property, and copyright issues for the data set? What is the schedule for delivery of data and related metadata? Early delivery of products useful for ABoVE synthesis activities is encouraged and should be noted on the schedule.
5. Long-term storage and archival

- Where will the data be archived? What steps need to be taken to prepare the data and documentation for the archive? Who will be responsible for preparing the data for the archive?
- What outside parties would be most interested in using your data?