

Action B: Data sharing policy

It is widely agreed upon that data preservation and sharing is essential to further biodiversity research in general and to reach the aims of the present call in particular. To support this, many funding agencies have strong expectations with respect to data management and reuse.

Funded projects should be committed to making their data and metadata publicly available to the broader scientific community. To meet this goal, funded projects will be requested that:

- Synthesized data generated during the research project is well documented (using standardised languages) and made publicly available,
- The intellectual property rights of all data owners are respected when their data are used in the funded working groups. BiodivERsA and synthesis centres that would support applicants cannot be considered, however, to be responsible for any misuse of research data thus deposited.

In this regard, the projects focusing on data synthesis will be requested to include data management plan in their project, using the template below.

The projects selected focusing on data synthesis will have a unique opportunity to work with proper structure dealing with data management and will be supported in implementing their data management plan.

TEMPLATE FOR DATA MANAGEMENT PLAN:

Please note that projects focusing only on synthesis of concepts / ideas do not have to fill in this form.

1. Acquiring existing data

What data are to be used? Are they:

in the possession of the Working Group member(s)?	
data that need to be acquired?	
vital data that are not digital?	
Are there conditions on the use of the data?	
Do you have the correct attribution details for the data?	

2. Managing data

Which file format are the data in? (excel, access, sql. etc)	
Where will the data be stored and in what format (MS Access, excel workbook)?	
Who is/are the data custodian(s)?	
Do you have a plan if the data custodians are incapacitated?	

Are the data accessible to all the group members?	
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3. Analysing Data

Do you have to combine different data sets?	
What state are the metadata in across your different datasets?	
Do you need assistance to combine your data sets?	
How will the data be processed and by whom?	

4. Data to be synthesized / data products

What data will be generated in the research? (<i>! No primary data can be generated</i>)	
What type of data will be created? (e.g. What type of standards/formats will be used for the new data?)	
Do you have the correct attribution details?	

5. Possible barriers for releasing data products

Are the data well-described so others can discover them?	
Are there restrictions on data release? (and if so what are they?)	

6. List of the data sets to be used and their owners

Data set	Owner