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**DATA MANAGEMENT AND SHARING PLAN STANDARD TEXT**

**NIH DMS Template: Element 5 A**

**NIH samples of justification and text for NOT sharing data:**

*NIH expects that in drafting their Plans, researchers will attempt to maximize scientific data sharing, but may acknowledge that certain factors (i.e., ethical, legal, or technical) may necessitate limiting sharing to some extent. Foreseeable limitations should be described when drafting DMS Plans. Per the supplemental information “*[*Elements of an NIH Data Management Sharing Plan*](https://grants.nih.gov/grants/guide/notice-files/NOT-OD-21-014.html)*,” a compelling rationale for limiting scientific data sharing should be provided and will be assessed by NIH.*

Potential examples of justifiable factors include:

* informed consent will not permit or will limit the scope or extent of sharing and future research use
* existing consent (e.g., for previously collected biospecimens) prohibits sharing or limits the scope or extent of sharing and future research use
* privacy or safety of research participants would be compromised or place them at greater risk of re-identification or suffering harm, and protective measures such as de-identification and [Certificates of Confidentiality](https://grants.nih.gov/policy/humansubjects/coc.htm) would be insufficient
* explicit federal, state, local, or Tribal law, regulation, or policy prohibits disclosure
* datasets cannot practically be digitized with reasonable efforts

*Examples of reasons that would generally* ***not be justifiable*** *factors limiting scientific data sharing include:*

* *data are considered to be too small*
* *data that researchers anticipate will not be widely used*
* *data are not thought to have a suitable repository*

*NIH respects and recognizes Tribal sovereignty and American Indian and Alaska Native (AI/AN) communities’ data sharing concerns, and NIH* has proposed additional considerations when working with Tribes and AI/AN communities.

**WVU text to add:**

**NIH DMS Template: Element 6 Oversight and Management of Data Management and Sharing**

WVU standard text for management and oversight of DMS Plans:

*Personnel costs required to perform the types of data management and sharing activities are allowable. Examples of costs may include time and effort for data curation processes; local specialized infrastructure (only those not covered by institutional F&A costs); or fees for preserving and sharing data. Reasonable, allowable costs for management and sharing may be included in NIH budget requests. Funds for these activities must be spent during the performance period, even for scientific data and metadata preserved and shared beyond the award period. See NIH’s* [*supplementary guidance on allowable costs for data management and sharing*](https://grants.nih.gov/grants/guide/notice-files/NOT-OD-21-015.html)*.*

**Project Level Oversight of DMS Plan:**

*List the roles responsible for data capture, metadata production, data quality, storage and backup, data archiving, and data sharing. Include the name (if available), title, affiliation, and ORCIDs where possible.*

*If this is a collaborative project across institutions, explain how data management tasks will be addressed across partners.*

*Identify which individual (or role) will be responsible for implementing, updating, and revising the DMSP.*

*Explain how the necessary resources (for example personnel time) to prepare the data for sharing/preservation have been budgeted.  Consider and justify any resources needed to adhere to the DMP. These may include curating data and developing documentation, infrastructure necessary to provide local management and preservation, and data deposit fees.*

*Example Answer*:

The following individuals [or just the position titles if unknown] will be responsible for data collection, management, storage, retention, and dissemination of project data, including updating and revising the Data Management and Sharing Plan when necessary.

* Name, Position Title, Host Institution, ORCID, email

**Institutional Level Oversight of DMS Plan(s):**

**WVU Text to add:**

The West Virginia University Research Office has processes in place to manage the development of DMS Plans and budgets and also to track and audit the data when it is in the preserved state. The processes use research systems and workflows that involve Research Office Departments (Office of Sponsored Programs, Office of Operational Research Data Service, WV Clinical and Translational Science Institute, Information Technology Services, WVU Libraries, and department/college pre-award support.

Workflows will provide for institutional tracking of repositories containing research results and validation/audit of the repositories and data. The WVU Library will be the central location for research results data.