## Data Management Plan Guidelines

******

***Guidelines***

1. ***Format:***
	1. *Page Limit: 2 pg. max.*
	2. *Margins min. 1”*
	3. *NSF-allowable fonts:*
		1. *Arial, Courier New, or Palatino Linotype; font size min. 10 pts*
		2. *Times New Roman; font size min. 11 pts*
		3. *Computer Modern family fonts; font size min. 11 pts*
2. ***Content:***
	1. *Description of how the proposal will conform to NSF policy on the dissemination and sharing of research results*
	2. *Data management requirements and plans specific to the Directorate, Office, Division, Program, or other NSF unit, relevant to a proposal are available at:* [*http://www.nsf.gov/bfa/dias/policy/dmp.jsp*](http://www.nsf.gov/bfa/dias/policy/dmp.jsp)*.*
	3. *A valid Data Management Plan may include only the statement that no detailed plan is needed, as long as the statement is accompanied by a clear justification.*
3. *When the form is complete:*
	1. *Remove this box*
	2. *Save file as “Data Management Plan”*

**Instructions:**

1. Describe how the proposal will conform to NSF policy on the dissemination and sharing of research results. May include:
	1. The types of data, samples, physical collections, software, curriculum materials, and other materials to be produced in the course of the project;
	2. The standards to be used for data and metadata format and content (where existing standards are absent or deemed inadequate, this should be documented along with any proposed solutions or remedies);
	3. Policies for access and sharing including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements;
	4. Policies and provisions for re-use, re-distribution, and the production of derivatives; and
	5. Plans for archiving data, samples, and other research products, and for preservation of access to them.