The new Project Description heading, “Management of Data” states that applicants are to “Outline plans for the management of data produced as a result of the proposed research, including but not limited to storage, access and re-use arrangements. It is not sufficient to state that an organisation has a data management policy - researchers are encouraged to highlight specific plans for the management of their research data.”

In this section, applicants should include:

- How the project’s research materials and data will be stored and managed in accordance with the Australian Code for the Responsible Conduct of Research (as implemented in UNSW Policy and Procedures). In most cases, this means that electronic research data will be held on secure networked servers which are backed-up on a daily basis.
- Whether internal (i.e. UNSW researchers) access to electronic data will be facilitated through the UNSW Research Long Term Data Store interface which is currently being rolled out.
- Whether large and significant data sets will be shared with researchers outside of UNSW, including through infrastructure such as the RDSI facility (or in specific ANDS and NECTAR projects).
- What arrangements will be in place to deal with any specific requirements of the research data (privacy, confidentiality, commercial sensitivity)

Aside from needing to fulfil the requirements of the Australian Code for the Responsible Code of Conduct, it is likely that projects which enable significant data to be shared with other researchers will be well received by assessors, so careful consideration of the plan to store, access and re-use the project’s data is required.


Below are full details of UNSW's resources for Research Data Management and Data archiving, including links, contact details and suggestions for statements to include under “Management of Data”.

**UNSW Research Data Management Resources**

All UNSW researchers have access to an on-line portal (ResData) to register research project data management plans. Later in 2014 this will also be integrated into the UNSW Long-term Data archive and other storage options. Datasets can be made discoverable by registering them in Research Data Australia.

Researchers are also strongly encouraged to plan for their project data to be deposited in discipline-specific repositories where these are available.

**So as a minimum, you can include statements in addressing this heading in Part C such as:**

- “UNSW has implemented a data storage solution for every stage in the life cycle of a research project.”
- “The data management plan for the project will be established using UNSW’s ResData portal.”
- “Data will be archived using UNSW’s Long-term Data archive (or other archive mechanism as applicable)”
- “Data will made discoverable by registration on Research Data Australia (and/or discipline-specific registries where applicable)”
UNSW ResData Portal:

ResData is an online catalogue of UNSW datasets and collections of research materials. It records descriptions of UNSW research data. ResData records are published to the online portal Research Data Australia (RDA).

RDA is a discovery service for Australian Research Data. Registering your datasets in RDA is one way of making them discoverable – and hence accessible and potentially available for re-use and sharing. You retain full control over who has access to your data and under what conditions.

The ResData portal also allows you to set up and document a Research Data Management Plan for your project – for grant-funded projects this will be linked on-line to the record in InfoEd.

When the UNSW long-term data archive project comes on stream later in 2014, the Research Data Management Plan will form part of the user-interface to the archive.

Data Archiving Resources:

- Overview of eResearch tools and services

UNSW Long-term data archive:

The store is designed to hold large amounts of data for many years, rather than be a fast store for computation or databases. Access to the store is free for UNSW research projects. The Long Term Data Store will provide UNSW researchers with a first class data storage and data management capability.

The Long Term Data Store is fully available for projects commencing in 2015 (the hardware has already been installed and tested).

If your project requires the archiving of extremely large datasets, please seek further advice as to the capacity available.

RDSI Storage:

The UNSW Research Long Term Data Store Interface (RDSI) is hosted by Intersect and is intended for datasets “of national significance”, which is likely to be the case for the majority of grant-funded projects.

Criteria for storage on RDSI include that data must be made discoverable (through RDA, or a discipline specific repository or otherwise) and be made available to others beyond the immediate project. Restricted access conditions can be applied, including embargo periods.

If your grant application will have a dependency on RDSI data storage and you have not already sought a storage allocation, you are strongly advised to get advice on the criteria and application process to ensure it is a suitable option for your project.

Contacts:

- Grainne Moran, Mark Wainwright Analytical Centre, g.moran@unsw.edu.au
- Luc Betbeder-Matibet, Director, Faculty IT Services, luc@unsw.edu.au

Mark Wainwright Analytical Centre collected data:

All data collected on Analytical Centre instrumentation is stored and backed up on local servers. It is also archived on Analytical Centre servers for a period ranging from 1 – 7 years, as advised to users of individual facilities. The Analytical Centre will continue to provide back-up and archive services for instrument data. This should be seen as additional protection for project data, but should not be used as the primary archive mechanism for your project. Analytical Centre data services will integrate into UNSW’s central data management and archive resources as these continue to come on stream.