

## DATA MANAGEMENT GUIDANCE

Reviewed/approved by NOAA Grants Management May 13, 2019

Environmental data and information, collected and/or created under NOAA grants/cooperative agreements, in this case a Tsunami Activities Grant, must be made discoverable by and accessible to the general public, in a timely fashion (typically within two years) free of charge or at no more than the cost of reproduction, unless an exemption is granted by the NOAA Tsunami Program. Data should be available in at least one machine-readable format, preferably a widely used or open-standard format, and should be accompanied by machine-readable documentation (metadata), preferably based on widely used or international standards.

NOAA may, at its own discretion, make publicly visible the Data Management Plan from funded proposals, or use information from the Data Management Plan to produce a formal metadata record and include that metadata in a Catalog to indicate the pending availability of new data.

Applications submitted in response to this RFA must include a Data Management Plan of up to two pages describing how these requirements will be satisfied. The Data Management Plan should be aligned with this Data Management Guidance. A typical plan may include (Data Management Plan template attached):

- the types of environmental data and information to be created during the course of the project;
- the tentative date by which data will be shared;
- the standards to be used for data/metadata format and content;
- policies addressing data stewardship and preservation; and
- description of or link(s) to online data server/hosting site.

**DATA MANAGEMENT PLAN TEMPLATE  
NOAA/NWS TSUNAMI ACTIVITIES GRANT**

NOAA Grant Entity: (name of primary award recipient and subaward partner if applicable)

Submitted by: (name of “Principal Investigator”)

Email of submitter:

Name and email of Data Management Plan responsible agent (if different from P.I.):

**Data Description**

Describe the type of environmental data<sup>1</sup> to which this *Data Management Plan* applies:

**Data Accessibility**

Per terms of the Data and Publication Sharing Directive for NOAA Grants, Cooperative Agreements, and Contracts, we will use an existing publicly-accessible online data server to host these data.

Describe or provide link(s) to publicly-accessible on-line data server/hosting site:

Additional Information if Needed:

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Signed, date

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<sup>1</sup> Environmental Data are defined by NOAA Administrative Order (NAO) 212-15: *Management of Environmental Data and Information* as recorded and derived observations and measurements of the physical, chemical, biological, geological, and geophysical properties and conditions of the oceans, atmosphere, space environment, sun, and solid earth, as well as correlative data such as socio-economic data, related documentation, and metadata. Included in this definition: digital audio or video recordings of environmental phenomena and numerical model outputs as may be used for hazard analysis and mapping.