

Earth Science Division (ESD)

Open Science and Data Management Plan: Sample Template

Last updated: February 14, 2023

Italicized text is included for explanatory purposes throughout this template and should be omitted from the Open Science and Data Management Plan (OSDMP). This template provides one example of the format and contents of an OSDMP for use in Earth Science Division (ESD). Please follow any specific instructions for the OSDMP in a funding solicitation which may supersede the example content herein. General guidance on the SMD OSDMPs is available in the SMD Open-Source Science Guidance and on the ROSES OSDMP web page. Questions regarding this template may be directed to <https://www.earthdata.nasa.gov/contact>.

1. Data Management Plan

A data management plan is required for all SMD-funded activities that are expected to produce scientific data. For ESD it is incorporated into the broader OSDMP as Section 1, and the ESD-specific guidance may be found in Data Management Plan Guidance for Earth Science Researcher Proposals:

<https://www.earthdata.nasa.gov/engage/data-management-plan-earth-science>

2. Software Management

A software management plan is required for all SMD-funded activities that are expected to produce software. Here it is incorporated into the broader OSDMP. Follow any specific requirements for the software management plan that are provided by the funding solicitation or SMD Division. (No Earth Science Division-specific requirements currently exist beyond those for SMD in this section of the OSDMP.)

If the activity is not expected to produce software, include a statement such as:

“No software development is anticipated for this effort. If software is created, it will be made publicly available to the extent legally permitted per the Scientific Information Policy for the Science Mission Directorate.”

2.1 Expected software types

Describe the software expected to be produced from the proposed activities, including types of software to be produced, how the software will be developed, and the addition of new features or updates to existing software. This can include the platforms used for development, project management, and community-based best practices to be included such as documentation, testing, dependencies, and versioning.

2.2 Repositories and timeline for sharing software

Specify the repository(ies) that will be used to archive software arising from the activities and the schedule for making software publicly available.

2.3 Description of software that are exempt from software sharing requirements

Specify software types that are excluded from requirements to make the software publicly available and cite the relevant laws, regulations, or policies that generate the exclusion.

3. Publication Sharing

Describe the types of publications that are expected to be produced from the activities (e.g., peer reviewed manuscripts, technical reports, conference materials, and books). Outline the methods expected to be used to make the publications publicly available, which will likely include options listed under 'How to Share Publications' in the SMD Open-Source Science Guidance. (No Earth Science Division-specific requirements currently exist beyond those for SMD in this section of the OSDMP.)

4. Other Open Science Activities

Optionally, the OSDMP may include a description of additional open science activities associated with the project (if not described elsewhere in a proposal). This may include: holding scientific workshops and meetings openly to enable broad participation, providing project personnel with open science training or enablement, implementing practices that support the inclusion of broad, diverse communities in the scientific process as close to the start of research activities as possible, and contributions to or involvement in open-science communities. (No Earth Science Division-specific requirements currently exist beyond those for SMD in this section of the OSDMP.)

5. Roles and Responsibilities

Specify the project personnel who will ensure the implementation of the data management plan. (No Earth Science Division-specific requirements currently exist beyond those for SMD in this section of the OSDMP.)