

## Guidance on the NIH Data Management and Sharing Policy

NIH has issued the [Data Management and Sharing \(DMS\) policy](#) (effective January 25, 2023) to promote the sharing of scientific data. Sharing scientific data accelerates biomedical research discovery, in part, by enabling validation of research results, providing accessibility to high-value datasets, and promoting data reuse for future research studies.

See [slides](#) and [video](#) from our December 16, 2022, webinar.

Under the DMS Policy, NIH expects that investigators and institutions:

- Develop a plan for managing and sharing data generated in all “research” proposals with deadlines after January 25, 2023. Your plan must respond to the required elements.
  - Chapman suggests the use of the free, online [DMPTool](#) to assist with the development of your plan ([see our 12/13/2022 NIH webinar and slides on using DMPTool](#)), or
  - Use the [NIH format template](#).
- Per the [Research Data Ownership, Retention, and Access Policy](#), the Principal Investigator (PI) is responsible for meeting the sponsor’s data management and reporting requirements. However, some NIH Institutes & Centers (ICs) may require an institutional official to be listed as the person responsible for oversight of the DMS Plan (i.e., someone who is not directly involved in the project). In these instances, PIs should work with their School/College to determine the appropriate individual to provide such oversight.
- [Budget](#) for the costs associated with meeting the new data-sharing requirements. Think carefully about the potential costs and budget them in the proposal. Projects are expected to cover the cost of DMS compliance.
  - The Office of Research & Graduate Education will require that all NIH research proposals due on/after Jan. 25, 2023, include a budget for DMS costs if Chapman is the prime applicant (proposals on which Chapman is a *subaward* will be evaluated on a case-by-case basis to determine whether this requirement will apply).
    - *At a minimum*, proposals must include DMS Costs of *at least* 2% of the Total Direct Costs.
  - NIMH provides a [DMS Cost Estimator Tool](#), but you may want to budget 2-3x as the calculator has been known to underestimate the true costs.
- Adjust the plan as needed during the Just In Time process (Program Officers may require specific changes to the Plan prior to funding). Details of the plan should be in writing and approved by NIH, and the plan will become a term of the award, just like the scope of work, and must be followed.
- Follow the plan throughout the life of the award. When adjustments are needed during the life of the award, **prior approval from NIH is required** (contact [sps@chapman.edu](mailto:sps@chapman.edu) for assistance with submitting the prior approval request).
- Ask for help if you get stuck. The Office of Research & Graduate Education, the Leatherby Libraries, and IS&T are here to support you.

You can learn more at the new [NIH website](#) dedicated to scientific data sharing, including:

- [Writing a DMS Plan](#)
- [Budgeting for Data Management & Sharing](#)
- [Data Management](#)

**Where to go for help:**

- For help with the NIH proposal, budgeting for DMS Costs, requesting prior approval to change your DMS Plan, etc. contact us at [sps@chapman.edu](mailto:sps@chapman.edu).
- For guidance on fine-tuning your DMS Plan (e.g., questions about data standards, describing findability of data, etc.), contact Andrew Greenman, Data Services Librarian, at [agreenman@chapman.edu](mailto:agreenman@chapman.edu).

Other information for researchers:

[Leatherby Libraries – Data Management & Sharing LibGuide](#)

[Desired Characteristics of Data Repositories for Federally Funded Research](#)

[Changing the Culture on Data Management and Sharing](#)

[Responsible Data Management \(ACM\)](#)

[Taking the pain out of data Sharing \(Nature\)](#)

[Ten simple rules for maximizing the recommendations of the NIH data management and sharing plan \(PLOS\)](#)

[Memorandum from OSTP on: "Ensuring Free, Immediate, and Equitable Access to Federally Funded Research"](#)

[FAQs for the NIH Policy for Data Management and Sharing](#)