

D6.3

Data Management Plan

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D6.3

Data Management Plan

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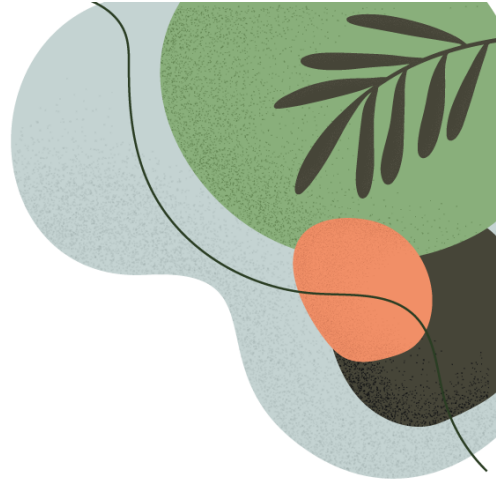
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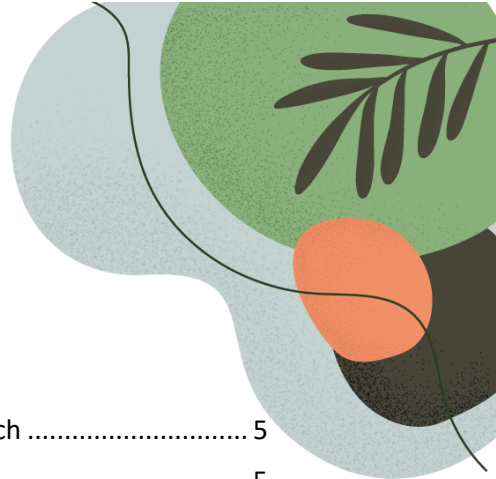
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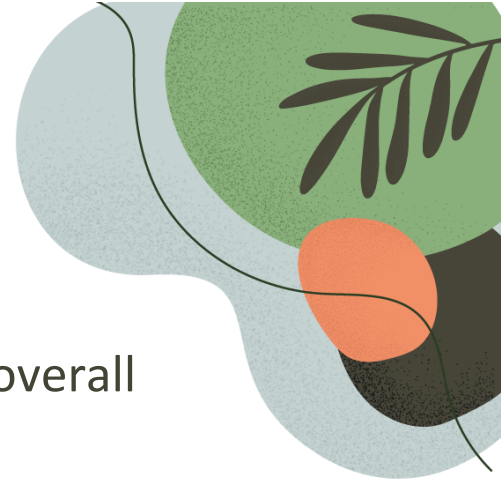
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1. The Data Management Plan in the overall Transition2BIO approach

The purpose of the Data Management Plan (DMP) – D6.3 – is to provide relevant information concerning the resources and data that will be collected and used by the partners of the project Transition2BIO, describing the types of resources and data that will be collected during the project, the standards that will be used, how the data will be preserved and what parts of datasets will be shared for reuse. In line with the objective of T6.3, APRE, with the contribution of all partners, has drafted the Data Management Plan (DMP) following the recommendation provided in the "Guidelines on FAIR Data Management in Horizon 2020", ensuring that resources and data can be findable, accessible, interoperable and re-usable (FAIR) and it will be updated in time with the periodic evaluation/assessment of the project (periodic report) and in case significant changes arise (e.g. new data/resources, changes in consortium policies, changes in consortium composition). During the preparation of the DMP, APRE has verified the possible contributions to the open research data, open EC database and possible contributions to open knowledge repositories. Transparency, legal and social implications of information and knowledge will be considered.

1.1 The overall Data Management in Transition2BIO

Taking into account the context of the project, as well as its objectives and the other submitted deliverables, the content of this deliverable basically applies to WP1 *Creation of awareness, communication and education toolkits*, that aims to valorize and exploit sectoral communication tools and activities developed at national, regional and local level by EU funded bioeconomy projects and other relevant initiatives for the creation of the awareness, communication and education toolkits. More specifically WP1 will:

- Design of the conceptual framework for the creation of the awareness, communication and education toolkits;
- Collection and analysis of existing contents, tools, databases, platforms and good practices;
- Production of three (3) toolkits and validation through the organisation of a Focus Group;
- Design, implementation and population of the Transition2BIO Library.

1.2 Methodology and main sources

To do so, and after having designed the conceptual framework for the awareness, communication and education toolkits, the project Transition2BIO, within the framework of T1.2 *Collection of contents, tools, databases, platforms and good practices*, will collect and analyse, exploit and maximize the available awareness, communication and education materials (i.e. presentations, articles, publications, policy briefs, case studies, good practices, factsheets, infographics, games, quizzes, videos, info educational and training materials), as well as the existing knowledge about the bioeconomy at large and the environmental and socio-economic benefits of all bioeconomy areas, from at least 100 different sources.

Transition2BIO is not developing a shared stakeholders' database, but rather exploit, for the project's activities, the partners' databases, without transferring these sensitive data among partners, thus avoiding both for GDPR and IPR issues.

Therefore, relying on previous experiences of the Transition2BIO consortium, the project envisaged selecting the sources for the collection of materials from the following types of EU-funded projects and initiatives:

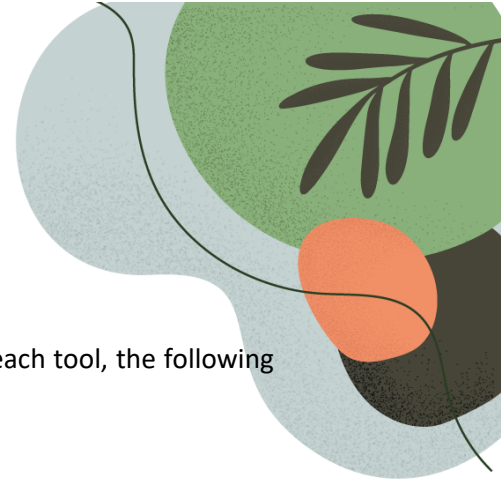
- EU funded projects in bioeconomy awareness and communication (e.g., BIOWAYS, BioSTEP, BioCannDo, BIOVOICES, BIOBRIDGES, BLOOM, LIFT) in different programmes (H2020, Interreg, Erasmus+, etc.).
- Other relevant EU-funded projects dealing with the Bioeconomy at large in different programmes (H2020, Interreg, Erasmus+, etc.).
- European Commission (EC)'s initiatives and platforms (e.g., Knowledge Centre for Bioeconomy (JRC), European Circular Economy Stakeholder Platform, European Rural Development Network, FIT4FOOD2030, etc.).

This work should be built upon:

- LIFT's European Bioeconomy Library¹, managed by FVA and LOBA, which collects and delivers in a structured way the main outcomes of many bioeconomy projects (mainly CSAs or CSA-like in H2020, Interreg, Erasmus+ and other programmes).
- Knowledge Centre for Bioeconomy, managed by JRC, mainly targeting policymakers.
- The exploitable awareness and communication assets from BIOVOICES, BLOOM, BIOWAYS, BioSTEP, Biobridges, LIFT, SHERPA, BE-Rural, NEXTFOOD, BoostEdu, Transition to Green Economy, XPRESS, European Bioeconomy University, where partners are involved

To ensure the achievement of the target of at least 100 EU-funded bioeconomy projects, networks and initiatives, the risk-mitigation measures of the project proposed that Transition2BIO analysis should have been based, as a starting point, on the LIFT's European Bioeconomy Library. Additionally, initiatives like the European Bioeconomy Network (EuBioNet) and the European Bioeconomy University (EBU) have been analysed. Following these indications, the sources were identified among the projects collected by the European Bioeconomy Library, the European Bioeconomy Network's projects and initiatives partners, the European Bioeconomy University's projects, and from the European Commission's initiatives, like the Joint Research Centre and Knowledge Centre for Bioeconomy.

From each source, the available tools were identified and collected in a database shared with the project's consortium. Resources not related to awareness-raising, communication, and education activities in the European Bioeconomy were excluded from the collection. Materials that were not accessible and freely available were excluded as well. Alternatively, tools that required a free registration on a web platform were considered. Contents related only to the dissemination and communication of the sources' scopes and methodologies were not collected. The year of publication and the language of the tools were not chosen as eligibility



criteria for the collection, not setting time or linguistic limitations. For each tool, the following descriptors were identified and pointed out in the database:

- Language
- Title of the tool
- Type (e.g. Multimedia; Video; Article; Policy brief; Case study; Database or repository; Factsheet/ infographic; Games; Good practice; Network, cluster, initiative; Platform; Presentation; Project deliverable; Project progress/ final report; Publication; Recommendation; Training material; Other)
- Sub-group (e.g. Demand - consumers, B2B, young people, public procurers)
- Country (any, EU-level, specific country)
- Brief description
- Activity (Awareness, Communication, Education)
- More actionable
- Project/Source
- Year
- Link

1.3 Results

A total of 926 tools were collected from 97 different sources during the first reporting period. The knowledge, materials and data collected has been used for the creation of the toolkits (T1.3) and delivered through the online library (T1.4)¹, with the scope to make available in a transparent, readily available, user-friendly and visual-attractive way all the contents, materials and tools identified and collected in T1.2.

1.4 Format of the data and resources

The format of the data collected through the abovementioned sources, made generally available through the project's online library, mainly fall into the following categories:

- Multimedia; • Video; • Article; • Policy brief; • Case study; • Database or repository; • Factsheet/ infographic; • Games; • Good practice; • Network, cluster, initiative; Platform; • Presentation; • Project deliverable; • Project progress/ final report; • Publication; • Recommendation; • Training material; • Other

2. Objectives of the Data Management Plan

Accessibility of the data during the project lifetime and beyond, and long-term data and resources preservation are the ultimate goals of a successful data management, which is therefore an essential aspect of each project, and it must be thoroughly planned since the early stages of the project. This deliverable aims at describing the overall data management process

¹ <https://library.transition2bio.eu/>

within Transition2BIO: how resources and data will be collected, managed, stored and made available during the project, and how they will be shared upon project's completion. It is worth to point out that a proper data management plan can mitigate the risk of data loss or other threats that could render the data illegible or unusable.

Good data management is not a goal in itself, but rather is the key conduit leading to knowledge discovery and innovation, and to subsequent data and knowledge integration and reuse by the community after the data publication process². For this reason, all resources and data collected and generated during the Transition2BIO project will be managed following the FAIR principles: Findable, Accessible, Interoperable, and Reusable.

More into details, with regards to the Transition2BIO library, the interface will provide a highly user-friendly website navigability. All materials and contents are sorted within the online library according to three sub-categories:

- Communication
- Education
- Support to Regions and Public Authorities

All materials will indeed be accessible and searchable through the following search filters:

- Key-words
- Category
- Content type
- Country
- Language

3. The overall Data Management in Transition2BIO

3.1 Data management during Transition2BIO lifetime

The DMP will be updated by the end of the project if necessary. APRE will be responsible for coordinating the data management with the active support of Work Package Leaders and Task Leaders. The content of the data management plan will be reanalyzed and enriched in each update of the deliverable according to the project implementation progresses.

3.2 Long-term data management

To be useful, findable and reusable over the long-term, toolkits (T1.3) will be stored on ZENODO³ that will automatically assign a persistent identifier, namely a DOI, to datasets to allow easy citation and discoverability. By archiving on ZENODO, the long-term preservation will be guaranteed, avoiding the risk of data loss. More information about the long-term management

² Wilkinson, M., Dumontier, M., Aalbersberg, I. et al. The FAIR Guiding Principles for scientific data management and stewardship. Sci Data 3, 160018 (2016). <https://doi.org/10.1038/sdata.2016.18>

³ <https://zenodo.org/>

of data internal to Transition2BIO consortium will be provided in the next updates of the Data Management Plan.

4. Data storage and backup

Transition2BIO involves the collaboration between 8 beneficiaries and a moderate amount of data will be generated in various activities. To manage such data and resources, with the aim to follow the FAIR principles of Findability, Accessibility, Interoperability, and Reusability and to stimulate the collaboration among partners, a few data storage tools have been selected.

List of storage tools NOT appropriate for long-term storing of data generated by Transition2BIO project but used to carry out daily project activities:

- **Local drives, company cloud storage and external portable storage devices:** these are storage facilities that do not fall under surveillance of this data management plan. These are very common and convenient for individual short-term storage of data and resources.

List of storage tools appropriate for long-term storing of data and to guarantee the findability, accessibility, interoperability, and reusability of data and toolkits generated by Transition2BIO

- **Zenodo:** Transition2BIO Toolkits will be stored in Zenodo. The uploaded data is archived as a Submission Information Package. Derivatives of data files are generated, but original content is never modified. All data files are stored in CERN Data Centres, primarily Geneva, with replicas in Budapest. Data files are kept in multiple replicas in a distributed file system, which is backed up to tape on a nightly basis. All data files are stored along with a MD5 checksum of the file content. Files are regularly checked against their checksums to assure that file content remains constant. Each beneficiary will be in charge to upload the data produced by their project activities in the community and a moderator will validate it.

5. Data access

The main part of resources and data generated by the project will be accessible to all consortium partners. It will be stored in Transition2BIO Google Drive storage. Only members of consortium, after validation from the group administrator (i.e. APRE), can access this space. The toolkits will be accessible by Zenodo.

Data and resources collected for internal purposes will be stored in the secure facilities of the organization responsible for collecting them and will be retained for two years after the end of project.

Details concerning the ownership, transfer and dissemination of projects results are defined in Section 8 of the Transition2BIO Consortium Agreement and shall be followed accordingly. The relevant rules of the Grant Agreement, in specific Article 26, Article 29 and Article 30, are also relevant and apply accordingly.

Consortium



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