



# Data Management Plan (DMP)

A Data Management Plan (DMP) is a **summary document** that **helps researchers to organise and anticipate all the stages for the data lifecycle**. It explains how a project's data should be managed for each dataset concerned – from the creation or collection of data to sharing and archiving.

## Good research practice



### DMPs are increasingly used

The **political context is increasingly favourable to Open Data**. Governments and funding bodies now consider the DMP to be an essential management tool for research projects. In France, article 6 of [decree no. 2021-1572 dated December 3rd 2021](#) on compliance with scientific integrity requirements stipulates that data management plans must be drawn up by all researchers working in public establishments contributing to public service research and public interest foundations whose main activity is public research.

### Examples

The European Commission has generalised the use of DMPs for all Horizon Europe programme projects as has the French ANR (since 2019). To find out more, please consult the [guide to funding requirements](#).



### Open access oriented

The DMP is very closely linked to the principle of open access to research data. Criteria need to be defined according to your choice and the constraints as regards sharing.

Which metadata need to be included? Are specific tools required to access the data? Which licence corresponds to your wishes and/or your sharing constraints?

### Did you know?

A DMP can be created to facilitate sharing data and also for data with restricted, closed, total or partial access. In the latter case, the DMP should give the reasons for not sharing data.

## Creating a DMP



### Following a schedule

The DMP is a **living, evolving document**. Specific updates and deliverables may be pre-defined depending on the funder and/or project.

### Examples

**To respect deadlines:** There is an update when a new dataset is produced, a patent application is filed, and so forth.



### Using dedicated tools

Tools are available to help produce your DMP. These are free but you first need to set up an account.

[DMP OPIDoR](#) is an online tool made available to help the Higher Education and Research community create DMPs.

# Focus on DMP templates

There is no unique DMP template and organisations. Institutes and funders have provided numerous templates for their users, for example, the [Science Europe's DMP template](#).

Drafting tools like [DMP OPIDoR](#) provide templates and also customised guides and examples to help users draw up their DMPs.

The level of accuracy and the layout of the fields to be filled in can vary from one template to another but all have a series of questions organised into broad chapters. The same main elements are always present, namely:

