



**This guide summarises the data management and sharing requirements for research funded by the European Commission. Please visit their website for further details.**

**Resource types covered:** Data and other research outputs needed to verify research findings and/or could be used as a basis for further research.

A Data Management Plan should be submitted as a deliverable in the first 6 months of funding, if the project has a data component.

**Data Plan:** The DMP should be updated and submitted when a significant project change occurs or at regular intervals (e.g. every 6-12 months) during the project. A final DMP should be submitted with the final report.

**Data-related funds:** Data-related fees may be requested, on condition that the reason for these costs are clearly explained in the research bid.

**Retention:** Data should be kept for a minimum of 10 years following the end of the funding period.

**Data standards:** Open, well-documented standards and formats should be used. See <https://www.ukdataservice.ac.uk/manage-data/format/> for examples.

**Documentation:** Project and data-level documentation should be created. See <https://www.ukdataservice.ac.uk/manage-data/document>.

**Data hosting:** Data should be made available through an appropriate digital repository, such as LSHTM Data Compass. Consult <http://www.re3data.org/> for examples of subject-specific repositories.

**Sharing timescales:** A release embargo is permitted to allow publication of research findings – recommend a maximum of 12 months from the end of grant.

**Rights:** IPR will typically remain with the institution(s) performing the research. Use of open licences such as Open Data Commons and Creative Commons are encouraged. Third party IPR should be addressed prior to data release.

**Monitoring:** Data Management Plan will be reviewed at regular intervals. Final payment may be withheld if data have not been offered for archiving to required standard within 3 months of the end of the award.

## References:

- Guidelines on Open Access to Scientific Publications and Research Data in Horizon 2020  
[http://ec.europa.eu/research/participants/data/ref/h2020/grants\\_manual/hi/oa\\_pilot/h2020-hi-oa-pilot-guide\\_en.pdf](http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-pilot-guide_en.pdf)
- Guidelines on FAIR Data Management in Horizon 2020 (see Annex 1 for a DMP template)  
[http://ec.europa.eu/research/participants/data/ref/h2020/grants\\_manual/hi/oa\\_pilot/h2020-hi-oa-data-mgt\\_en.pdf](http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf)
- OpenAIRE 2020  
<https://www.openaire.eu/h2020openaccess/>