ESRC Data Management Summary

This guide summarises the data management and sharing requirements for research funded by the Economic and Social Research Council (ESRC). Please visit their website for further details.

Resource types covered:	All research outputs are covered by ESRC policy, including qualitative data, quantitative data, software code, scripts and other outputs.
Data Plan:	A 'Data Management and Sharing Plan' must be provided in the research bid if there is a data component - maximum 3 pages.
Data-related funds:	Data-related fees may be requested as part of Full Economic Costs, on condition that they 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 submitted to an ESRC data service, such as the UK Data Service, or other responsible data repository, such as the LSHTM research data repository
Sharing timescales:	Data should be submitted within 3 months of the end of the grant. 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 lie with the institution(s) performing the research. Third party IPR should be addressed prior to data release.
Monitoring:	Review Data Management and Sharing Plan during project; 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.
Institutional requirements:	None stated.

References:

- ESRC Research Data Policy
  http://www.esrc.ac.uk/funding/guidance-for-grant-holders/research-data-policy/
- Data Management Plan Guidance for Peer Reviewers
  http://www.esrc.ac.uk/files/about-us/policies-and-standards/data-management-plan-guidance-for-per-reviewers/
- Digital Curation Centre: Example Data Management Plans
  http://www.dcc.ac.uk/resources/data-management-plans/guidance-examples