



ARE YOU FUNDED BY EPSRC?

From 1 May 2015 new EPSRC policy affects all researchers funded by EPSRC or planning a grant application.

Find out what you need to do and what support is available to help you.

Data Management Planning

Before the start of any funded project, the PI, in consultation with CIs or collaborators, should develop a data management plan to guide and govern the creation, organisation, management, storage, sharing and publication of any data to be generated. Talk to Jill Evans, UCLan's Research Data Manager to find out more.

Email: rdmsupport@uclan.ac.uk

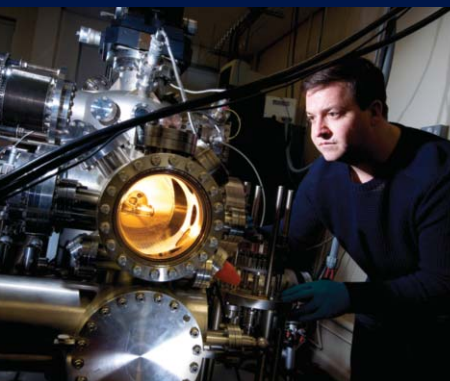
You should include the costs of research data management in grant applications. Legitimate costs include: transcribing interviews, anonymising datasets, cleaning data, format conversion, metadata creation and one-off costs of data archiving. Talk to Funding, Development and Support for advice.

Email: fdsinfo@uclan.ac.uk

Secure Data Storage

All research data selected for retention by the PI should be securely stored for 10 years. The University will provide a secure data repository for archiving completed datasets. All deposited datasets will receive a DOI (digital object identifier) as required by EPSRC. Talk to Learning and Information Services about your project storage requirements.

Email: liscustomersupport@uclan.ac.uk



Open Data

Completed data must be made open access unless there is a valid reason for withholding it, such as extreme sensitivity, contractual or IPR issues. Data must be published on open access within 12 months of its generation or at the end of the project where date of generation is unclear.

If data is not suitable for open access, a metadata-only (descriptive information) record must be created in the UCLan data repository. The record should contain a clear explanation of why the data cannot be made publically available. Contact the Repository Services Team to find out more about metadata and depositing data.

Email: clock@uclan.ac.uk

Publishing Research Papers

Journal articles published as a result of EPSRC funding must acknowledge the funder and contain a statement outlining how the underlying data can be accessed, including a link to where the data is held or to the metadata record if access is restricted. Data underlying research papers must be made available no later than date of publication.

Please note: all projects finishing or publishing a research paper after 1 May 2015 are affected.



Where to get help

Jill Evans, Research Data Manager: rdmsupport@uclan.ac.uk
or jevans13@uclan.ac.uk

CLoK Repository Services Team: clok@uclan.ac.uk

Learning and Information Services: liscustomersupport@uclan.ac.uk

Funding, Development and Support: FDSinfo@uclan.ac.uk

Further Information

EPSRC Policy Framework on Research Data:

<http://www.epsrc.ac.uk/about/standards/researchdata/>

EPSRC Expectations:

<http://www.epsrc.ac.uk/about/standards/researchdata/expectations/>

UCLan's Research Data Management Policy:

<http://www.uclan.ac.uk/research/environment/strategy.php>

Checklist for a research data management plan:

http://www.dcc.ac.uk/sites/default/files/documents/resource/DMP/DMP_Checklist_2013.pdf

UK Data Service Data Management Costing Tool and Checklist:

<http://www.data-archive.ac.uk/media/247429/costingtool.pdf>

