

Data Management Timeline

Task	Timeframe
The PI of each project submits a project-specific DMP to the STRIDE Center's Research Coordinator	Due at the Full Proposal submission stage for Year 2 projects and beyond. DMPs for all Year 1 projects are due on or before September 10, 2018
STRIDE reviews the project DMP and either accepts as is or provides suggestions to PI for improvement.	Within 1 month of DMP submission
PI sends STRIDE the revised (if necessary) project DMP	Within 1 month of receiving revision comments from STRIDE
Project ends	Per end date on subcontract
PI uploads final data sets and additional materials in original and non-proprietary formats (.pdf, .csv, .txt) for archiving to Zenodo.	Within 30 days of project end date. STRIDE staff will monitor to ensure compliance.
<p>STRIDE:</p> <ul style="list-style-type: none"> • Secures all report and presentation (.pdf) files • Verifies operability of all data (.csv and .txt) files • Adds appropriate access and restrictions on individual files for the embargo period (if applicable). • Links final materials to project description on STRIDE website • Sends the following information via one joint email to research.hub@dot.gov, NTLDigitalSubmissions@dot.gov, and TRIS-TRB@nas.edu, including to the Transportation Library at Northwestern University, Volpe National Transportation Systems Center, FHWA Research Library and the National Technical Information Service: <ul style="list-style-type: none"> ✓ Final Report URL(s) or PDFs for any resulting publications ✓ URL(s) to, and associated descriptive metadata for, any final datasets from the research project ✓ The STRIDE project number ✓ ORCIDs (unique researcher IDs) for all project investigators, contributors, and publication author(s) ✓ Any documented project outputs or outcomes resulting from the research project 	Within 60 days of project end date
<p>STRIDE:</p> <ul style="list-style-type: none"> • Releases embargo (if applicable) • Makes any previously restricted materials public (published) in Zenodo. 	No longer than one year after project end date unless an exception has been granted