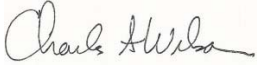


MEMORANDUM

August 29, 2017

From: Chuck Wilson for the GoMRI Research Board Data Committee 

To: Gulf of Mexico Research Initiative (GoMRI) RFP-VI Research Consortia and Individual Investigators

Subject: Update of GoMRI Data Policy and Procedures

GoMRI Research Board (RB) and Chief Science Officer memos dated [December 2, 2013](#), [September 4, 2015](#) and [January 25, 2017](#) provide the basis for the GoMRI Data Policy and the expectation that all GoMRI researchers comply with the Master Research Agreement. The RB reaffirms the program's commitment to data and scientific transparency by requiring that:

- all data be available within the Gulf of Mexico Research Initiative Information and Data Cooperative (GRIIDC) system and accessible to the public at the time of publication and/or within 1 year of collection (whichever is sooner);
- all research publications include direct links to the publication's supporting data; and
- all research publications include the GoMRI data attribution statement.

To address program compliance with the aforementioned policies the RB requires that each Research Consortium or Individual Investigator funded through RFP-VI complies with the following requirements for training and data management plans. Failure to comply with these requirements may result in delay or non-approval of Year 2 continuation funding.

Training Requirements

All RFP-VI Principal Investigators, co-Principal Investigators, and Data Managers (whether as members of Research Consortia or Individual Investigators or Collaborative Efforts) that have not done so must complete the "Introduction to the GoMRI Data Management Program" training session no later than 90 days of the effective date of the grant agreement.

All other RFP-VI Principal Investigators, co-Principal Investigators, and Data Managers (whether as members of Research Consortia or Individual Investigators or Collaborative Efforts) shall participate in the following training sessions provided through GRIIDC:

- a) Organizing Data – Best Practices and GRIIDC Submission – completed no later than 180 days of effective date of the grant agreement.
- b) How to Submit Data to GRIIDC – completed no later than 180 days of effective date of the grant agreement.

Principal Investigators, co-Principal Investigators, or Data Managers that participated in webinars "Organizing Data- Best Practices and GRIIDC Submissions" or "How to Submit Data to GRIIDC" held in

2017 may request certification from GRIIDC which will release them from the requirement to participate in training sessions (a) and (b) above.

Training may be obtained by:

- a) Participation in training webinars hosted by GRIIDC;
- b) Participation in training workshops hosted by GRIIDC at Gulf of Mexico Oil Spill & Ecosystem Conference in New Orleans, LA; or
- c) Scheduling one-on-one or research consortium-specific training sessions by contacting the GRIIDC program manager.

Data Management Planning Requirements

- a) Individual Investigators or Collaborative Efforts

Individual investigators or collaborative efforts shall submit online [Dataset Information Forms \(DIFs\)](#) through the GRIIDC system within 90 days of effective date of the grant agreement.

- b) Research Consortium (RC)

A formal data management plan (DMP) is required for each RC. The requirements of the DMP are prescribed in the "GoMRI Data Management Plan Template for Research Consortium." Each RC shall submit the first draft of the DMP to GRIIDC for review within 90 days of the effective date of the grant agreement. GRIIDC staff members will review the DMP and work with each RC in the event changes are required before approval. A RC is required to have an approved plan within 180 days of the effective date of the grant agreement.