## University of the Free State: Generic

### Project Information

What is your project name?

Who is the lead or principal investigator?

### Data Collection

What data will you collect or create?

How will the data be collected or created?

What types/formats of data will you collect?

What is the estimated size of your dataset?

### Metadata and Documentation

What documentation and metadata will accompany the data?

### Data Sharing & Preservation

How will you share your data?

In which data respositories will you store your data?

Which data is of long-term value and should be retained, shared, and/or preserved?

### Budget

What resources will you require to deliver your plan?

### Storage and Security

How will you manage access and security?

### Roles and Responsibilities

Who will be responsible for data management?

### Ethics and Privacy

How will you manage any ethical issues?

### Intellectual Property Rights and Legal Compliance

How will you manage copyright and Intellectual Property Rights (IPR) issues?

### Institutional and funder policies

What are the policies that influence your data management activities?