

## FWO DMP Template - Flemish Standard Data Management Plan

### Version KU Leuven

Project supervisors (from application round 2018 onwards) and fellows (from application round 2020 onwards) will, upon being awarded their project or fellowship, be invited to develop their answers to the data management related questions into a DMP. The FWO expects a **completed DMP no later than 6 months after the official start date** of the project or fellowship. The DMP should not be submitted to FWO but to the research co-ordination office of the host institute; FWO may request the DMP in a random check.

At the end of the project, the **final version of the DMP** has to be added to the final report of the project; this should be submitted to FWO by the supervisor-spokesperson through FWO's e-portal. This DMP may of course have been updated since its first version. The DMP is an element in the final evaluation of the project by the relevant expert panel. Both the DMP submitted within the first 6 months after the start date and the final DMP may use this template.

The DMP template used by the Research Foundation Flanders (FWO) corresponds with the Flemish Standard Data Management Plan. This Flemish Standard DMP was developed by the Flemish Research Data Network (FRDN) Task Force DMP which comprises representatives of all Flemish funders and research institutions. This is a standardized DMP template based on the previous FWO template that contains the core requirements for data management planning. To increase understanding and facilitate completion of the DMP, a standardized **glossary** of definitions and abbreviations is available via the following [link](#).

1. General Project Information	
Name Grant Holder & ORCID	Dries Pattyn (0000-0002-6989-0668)
Contributor name(s) (+ ORCID) & roles	
Project number <sup>1</sup> & title	1SHH424N Design for Dialogue: Interpolating civic engagement, ecology and urban design in Brussels
Funder(s) GrantID <sup>2</sup>	FWO 1SHH424N
Affiliation(s)	<input checked="" type="checkbox"/> KU Leuven <input type="checkbox"/> Universiteit Antwerpen <input type="checkbox"/> Universiteit Gent <input type="checkbox"/> Universiteit Hasselt <input type="checkbox"/> Vrije Universiteit Brussel <input type="checkbox"/> Other: ROR identifier KU Leuven: 05f950310
Please provide a short project description	<p>Conflicting ecological and urban development goals in cities world-wide often lead to urban disputes among citizen groups, governmental institutions, and designers. In Brussels, like in many other cities, the debate about future development seems to be characterized by a double antagonism: one between formal institutions and action committees; and one between ecological and social challenges (such as the need for a natural environment versus more housing). This doctoral project seeks to investigate if, and how urban, landscape and architectural design can overcome this duality and lead to a productive synthesis instead. It stems from the assumption that design, intended both as a process and a product, is capable of reconciling competing claims; that it is able to provide a platform for discussion and consensus-building between competing and traditionally distant stakeholders; and that is able to contribute, through its exemplar character, to the professional and disciplinary debate. To this end, this project aims at investigating past examples of citizen actions asking to what extend their tools and strategies provide useful insights for a recalibration of citizen participation today, and the role of design and of the designer therein.</p>

## 2. Research Data Summary

<sup>1</sup> "Project number" refers to the institutional project number. This question is optional. Applicants can only provide one project number.

<sup>2</sup> Funder(s) GrantID refers to the number of the DMP at the funder(s), here one can specify multiple GrantIDs if multiple funding sources were used.

List and describe all datasets or research materials that you plan to generate/collect or reuse during your research project. For each dataset or data type (observational, experimental etc.), provide a short name & description (sufficient for yourself to know what data it is about), indicate whether the data are newly generated/collected or reused, digital or physical, also indicate the type of the data (the kind of content), its technical format (file extension), and an estimate of the upper limit of the volume of the data <sup>3</sup>.

Dataset Name	Description	New or Reused	Digital or Physical	ONLY FOR DIGITAL DATA	ONLY FOR DIGITAL DATA	ONLY FOR DIGITAL DATA	ONLY FOR PHYSICAL DATA
				Digital Data Type	Digital Data Format	Digital Data Volume (MB, GB, TB)	Physical Volume
LIT	Relevant academic literature, grey literature and policy documents. This literature will be consulted physically or digitally, via open access or online access through the Limo platform of KU Leuven. The online literature will be consulted in pdf format and stored on the OneDrive or via Zotero, in the case of open access academic literature	<input type="checkbox"/> Generate new data <input checked="" type="checkbox"/> Reuse existing data	<input checked="" type="checkbox"/> Digital <input type="checkbox"/> Physical	<input type="checkbox"/> Audiovisual <input checked="" type="checkbox"/> Images <input type="checkbox"/> Sound <input type="checkbox"/> Numerical <input checked="" type="checkbox"/> Textual <input type="checkbox"/> Model <input type="checkbox"/> Software <input type="checkbox"/> Other:	pdf, epub, docx	<input type="checkbox"/> < 1 GB <input checked="" type="checkbox"/> < 100 GB <input type="checkbox"/> < 1 TB <input type="checkbox"/> < 5 TB <input type="checkbox"/> > 5 TB <input type="checkbox"/> NA	N/A
ARCH	Data from archival sources including meeting reports, correspondence, news article snippets, architectural models, drawings, plans, and other images. A database will be created (.csv) of all consulted archival	<input type="checkbox"/> Generate new data <input checked="" type="checkbox"/> Reuse existing data	<input checked="" type="checkbox"/> Digital <input type="checkbox"/> Physical	<input type="checkbox"/> Audiovisual <input checked="" type="checkbox"/> Images <input type="checkbox"/> Sound <input type="checkbox"/> Numerical <input checked="" type="checkbox"/> Textual <input checked="" type="checkbox"/> Model <input type="checkbox"/> Software <input type="checkbox"/> Other:	pdf, jpg, png	<input type="checkbox"/> < 1 GB <input type="checkbox"/> < 100 GB <input checked="" type="checkbox"/> < 1 TB <input type="checkbox"/> < 5 TB <input type="checkbox"/> > 5 TB <input type="checkbox"/> NA	N/A (Relevant archival material will be photographed/ scanned into a pdf or jpg format and stored on the OneDrive.)

<sup>3</sup> Add rows for each dataset you want to describe.

	material playing a role in the PhD dissemination.						
IMG	Imagery from visual sources including existing designs (spatial plans and schemes), drawings, models and digital visualisations and photographs. Visual sources from published material will be stored on the OneDrive.	<input type="checkbox"/> Generate new data <input checked="" type="checkbox"/> Reuse existing data	<input checked="" type="checkbox"/> Digital <input type="checkbox"/> Physical	<input checked="" type="checkbox"/> Audiovisual <input checked="" type="checkbox"/> Images <input type="checkbox"/> Sound <input type="checkbox"/> Numerical <input type="checkbox"/> Textual <input type="checkbox"/> Model <input type="checkbox"/> Software <input type="checkbox"/> Other:	pdf, jpg, png (including screenshots)	<input type="checkbox"/> < 1 GB <input type="checkbox"/> < 100 GB <input checked="" type="checkbox"/> < 1 TB <input type="checkbox"/> < 5 TB <input type="checkbox"/> > 5 TB <input type="checkbox"/> NA	N/A
MEDIA	(Online)media sources These include news articles and reportages by local news outlets (e.g. Bruzz, La Capital, BX1), website and magazine articles of civil society organisations (e.g. BRAL, ARAU, IEB) and social media platforms of civil society organisations and activist groups	<input type="checkbox"/> Generate new data <input checked="" type="checkbox"/> Reuse existing data	<input checked="" type="checkbox"/> Digital <input checked="" type="checkbox"/> Physical	<input checked="" type="checkbox"/> Audiovisual <input checked="" type="checkbox"/> Images <input type="checkbox"/> Sound <input type="checkbox"/> Numerical <input checked="" type="checkbox"/> Textual <input type="checkbox"/> Model <input type="checkbox"/> Software <input type="checkbox"/> Other:	html, pdf, jpg, png (including screenshots)	<input type="checkbox"/> < 1 GB <input checked="" type="checkbox"/> < 100 GB <input type="checkbox"/> < 1 TB <input type="checkbox"/> < 5 TB <input type="checkbox"/> > 5 TB <input type="checkbox"/> NA	N/A
QL	Qualitative research including interviews and material from participatory moments (sketches, working models, photographs, possibly video material,	<input checked="" type="checkbox"/> Generate new data <input type="checkbox"/> Reuse existing data	<input checked="" type="checkbox"/> Digital <input checked="" type="checkbox"/> Physical	<input checked="" type="checkbox"/> Audiovisual <input type="checkbox"/> Images <input checked="" type="checkbox"/> Sound <input type="checkbox"/> Numerical <input checked="" type="checkbox"/> Textual <input checked="" type="checkbox"/> Model <input type="checkbox"/> Software	pdf, docx, jpg, mp3 (.mp4)	<input type="checkbox"/> < 1 GB <input type="checkbox"/> < 100 GB <input checked="" type="checkbox"/> < 1 TB <input type="checkbox"/> < 5 TB <input type="checkbox"/> > 5 TB <input type="checkbox"/> NA	Signed informed consent forms  Working models (unknown format)

	audio recordings, transcripts, observational notes)			<input type="checkbox"/> Other:			
PERS.D	Personal information/data of research participants (i.e. interviewees and participants in participatory moments) will include name, email address, phone number, gender, age and will be stored in a .csv file on the OneDrive.	<input checked="" type="checkbox"/> Generate new data <input type="checkbox"/> Reuse existing data	<input checked="" type="checkbox"/> Digital <input type="checkbox"/> Physical	<input type="checkbox"/> Audiovisual <input type="checkbox"/> Images <input type="checkbox"/> Sound <input checked="" type="checkbox"/> Numerical <input checked="" type="checkbox"/> Textual <input type="checkbox"/> Model <input type="checkbox"/> Software <input type="checkbox"/> Other:	csv	<input checked="" type="checkbox"/> < 1 GB <input type="checkbox"/> < 100 GB <input type="checkbox"/> < 1 TB <input type="checkbox"/> < 5 TB <input type="checkbox"/> > 5 TB <input type="checkbox"/> NA	N/A
MAP.D	Geographic data referring to existing maps and data sets used for GIS mapping (including BruGIS, Geo.Brussels, BruCiel, Mobigis, Geopunt Vlaanderen, etc.). The relevant datasets will be kept in .csv, .dwg, .vwx, .shp, and/or in a geopackage (gpkg). Finalised maps will be graphically edited through Adobe Illustrator /Photoshop and exported in pdf or jpg format.	<input checked="" type="checkbox"/> Generate new data <input checked="" type="checkbox"/> Reuse existing data	<input checked="" type="checkbox"/> Digital <input type="checkbox"/> Physical	<input type="checkbox"/> Audiovisual <input checked="" type="checkbox"/> Images <input type="checkbox"/> Sound <input checked="" type="checkbox"/> Numerical <input checked="" type="checkbox"/> Textual <input type="checkbox"/> Model <input type="checkbox"/> Software <input type="checkbox"/> Other:	wms, wfs, cvs, shp, gpkg, ai, psd, jpg, pdf	<input type="checkbox"/> < 1 GB <input type="checkbox"/> < 100 GB <input checked="" type="checkbox"/> < 1 TB <input type="checkbox"/> < 5 TB <input type="checkbox"/> > 5 TB <input type="checkbox"/> NA	N/A
VIS	These include: designs,	<input checked="" type="checkbox"/> Generate new	<input checked="" type="checkbox"/> Digital	<input checked="" type="checkbox"/> Audiovisual	pdf, jpg, png	<input type="checkbox"/> < 1 GB	Selection of

	drawings, images and other visual representations created during the process of the research. These materials will be created in CAD and 3D software (AutoCAD/Vectorworks/SketchUp) or through analogue methods. Postproduction will happen using the Adobe Creative Cloud software and other digital drawing applications.	data <input type="checkbox"/> Reuse existing data	<input checked="" type="checkbox"/> Physical	<input checked="" type="checkbox"/> Images <input type="checkbox"/> Sound <input type="checkbox"/> Numerical <input type="checkbox"/> Textual <input checked="" type="checkbox"/> Model <input type="checkbox"/> Software <input type="checkbox"/> Other:	(,mp4)	<input type="checkbox"/> < 100 GB <input type="checkbox"/> < 1 TB <input checked="" type="checkbox"/> < 5 TB <input type="checkbox"/> > 5 TB <input type="checkbox"/> NA	analogue drawings and (working) models will be stored for an exhibition
PRES	These include academic presentations and papers (for internal use in the research group or for conferences and seminars) that will be produced by the PhD researcher and possible collaborator(s). Academic papers will be published in .pdf format and presentations will be made in .ppt format and stored in .pdf on the OneDrive	<input checked="" type="checkbox"/> Generate new data <input checked="" type="checkbox"/> Reuse existing data	<input checked="" type="checkbox"/> Digital <input type="checkbox"/> Physical	<input type="checkbox"/> Audiovisual <input checked="" type="checkbox"/> Images <input type="checkbox"/> Sound <input type="checkbox"/> Numerical <input checked="" type="checkbox"/> Textual <input type="checkbox"/> Model <input type="checkbox"/> Software <input type="checkbox"/> Other:	indd (indesign package), pdf, ppt, docx	<input type="checkbox"/> < 1 GB <input type="checkbox"/> < 100 GB <input checked="" type="checkbox"/> < 1 TB <input type="checkbox"/> < 5 TB <input type="checkbox"/> > 5 TB <input type="checkbox"/> NA	N/A

**GUIDANCE:**

*The data description forms the basis of your entire DMP, so make sure it is detailed and complete. It includes digital and physical data and encompasses the whole spectrum ranging from raw data to processed and analysed data including analysis scripts and code. Physical data are all materials that need proper management because they are valuable, difficult to replace and/or ethical issues are associated. Materials that are not considered data in an RDM context include your own manuscripts, theses and presentations; documentation is an integral part of your datasets and should be described under documentation/metadata.*

[RDM Guidance on data](#)

If you reuse existing data, please specify the source, preferably by using a persistent identifier (e.g. DOI, Handle, URL etc.) per dataset or data type.

Archival material

- citizens' organizations: BRAL (Brusselse Raad Leefmilieu/Brussels' Council for the Environment), Inter-Environnement Bruxelles (IEB), ARAU (Atelier de Recherches et d'Action Urbaines)
- Architectural institutions: Archives d'Architecture Moderne, Haute école d'architecture La Cambre and Sint-Lucas School of Architecture, Location: CIVA Brussels
- Parliamentary meeting notes: Brussels Agglomerations and municipalities

Publications

- Citizens' organizations: BRAL (Brusselse Raad Leefmilieu/Brussels' Council for the Environment), Inter-Environnement Bruxelles (IEB), ARAU (Atelier de Recherches et d'Action Urbaines)
- Architectural institutions: Archives d'Architecture Moderne, Haute école d'architecture La Cambre and Sint-Lucas School of Architecture, Location: CIVA Brussels
- Multiple literature and research articles on relevant topics

Maps

- Leefmilieu Brussel/Bruxelles Environnement/Brussels Environment:  
<https://geodata.environnement.brussels/client/view/?lang=nl>
- BruGIS: <https://gis.urban.brussels/brugis/#/>
- BruCiel: <https://www.bruciel.brussels/>
- MobiGis: <https://data.mobility.brussels/mobigis/nl/>
- Geo.brussels: <https://geobru.irisnet.be/nl/maps/new/>
- Geopunt Vlaanderen: <https://www.geopunt.be/>

<p>Are there any ethical issues concerning the creation and/or use of the data (e.g. experiments on humans or animals, dual use)? If so, refer to specific datasets or data types when appropriate and provide the relevant ethical approval number.</p>	<p> <input type="checkbox"/> Yes, human subject data; provide SMEC or EC approval number:  <input type="checkbox"/> Yes, animal data; provide ECD reference number:  <input type="checkbox"/> Yes, dual use; provide approval number:  <input checked="" type="checkbox"/> No         </p> <p>Additional information:</p>
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<p>Will you process personal data<sup>4</sup>? If so, please refer to specific datasets or data types when appropriate and provide the KU Leuven or UZ Leuven privacy register number (G or S number).</p>	<p><input checked="" type="checkbox"/> Yes (provide PRET G-number or EC S-number below)  <input type="checkbox"/> No</p> <p>Additional information:</p> <p><u>Interviews</u></p> <p>When conducting interviews personal data such as name, age, gender, profession, home municipality, email address, phone number will be collected. Interviews will be recorded and transcribed. Names of interviewees will be pseudonymised unless it is relevant/necessary to use the name of the interviewee (e.g. an architect or a politician) and the interviewee consents to using their personal data. The file where the pseudonyms are linked to the personal data and identifiers will be stored separately on the KU Leuven server.</p> <p>Interviewees will include: (former) politicians, members of citizens' associations, architects activists from neighbourhood committees, students/members of architectural institutions such as La Cambre and Sint-Lucas, officials from public institutions such as Brussels Environment and Perspective Brussels</p> <p><u>Design labs and roundtable discussions</u></p> <p>- Interactive moments with stakeholders will be organised in the formats of (1) design and research labs and (2) roundtable discussions</p> <p>(1) In these half-yearly labs the research and design is discussed with members of the most important action committees (BRAL, ARAU and IEB)</p> <p>(2) Starting an in-depth conversation between the action committees and the Brussels governmental actors (Brussels Environment, Perspective Brussels, BMA) to identify the frictions and possible synergies, based on historical examples and design proposals.</p> <p>For these interactive moments participants' personal data (name, e-mail address, telephone number) will be collected for practical use. In the output of these interactive moments, participants will be anonymised and only the name of the organisation will be stated, except in the case of the BMA (Brussels' city architect).</p> <p>In entering the discussions on safeguarding open space in Brussels, sensitive and clashing viewpoints and opinions will come forward in the debates. In reporting on such events, awareness and precaution is necessary in order to avoid severe conflict between citizens and other stakeholder.</p> <p>PRET number: <b>G-2023-6437-R3(MAR)</b></p>
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<sup>4</sup> See Glossary Flemish Standard Data Management Plan

Does your work have potential for commercial valorisation (e.g. tech transfer, for example spin-offs, commercial exploitation, ...)? If so, please comment per dataset or data type where appropriate.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please comment:
Do existing 3rd party agreements restrict exploitation or dissemination of the data you (re)use (e.g. Material/Data transfer agreements, research collaboration agreements)? If so, please explain to what data they relate and what restrictions are in place.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain:
Are there any other legal issues, such as intellectual property rights and ownership, to be managed related to the data you (re)use? If so, please explain to what data they relate and which restrictions will be asserted.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain: Reuse of images and architectural drawings: does not only require mentioning the secondary source, but also the original author/creator. For some of these images, permission will have to be granted from the author/creator or relevant institution

3. Documentation and Metadata	
<p>Clearly describe what approach will be followed to capture the accompanying information necessary to keep <b>data understandable and usable</b>, for yourself and others, now and in the future (e.g. in terms of documentation levels and types required, procedures used, Electronic Lab Notebooks, README.txt files, Codebook.tsv etc. where this information is recorded).</p> <p><a href="#"><i>RDM guidance on documentation and metadata.</i></a></p>	<p>Through a clear folder structure located on the One Drive, existing data and developed material will be organised in order to simplify retrieving and consulting the overall documentation. Produced material will adopt meaningful filenames starting with the date (year/month/day, e.g. 240212_), description of its content and, when applicable, ending with the initials of the creator. README files: data will be described according to category (archival, interviews, images) and structured according to several identifiers: title, year, location, author/creator, file type, key word</p>

<p>Will a metadata standard be used to make it easier to <b>find and reuse the data</b>?</p> <p>If so, please specify which metadata standard will be used. If not, please specify which metadata will be created to make the data easier to find and reuse.</p> <p><i>REPOSITORIES COULD ASK TO DELIVER METADATA IN A CERTAIN FORMAT, WITH SPECIFIED ONTOLOGIES AND VOCABULARIES, I.E. STANDARD LISTS WITH UNIQUE IDENTIFIERS.</i></p>	<p><input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No</p> <p>If yes, please specify (where appropriate per dataset or data type) which metadata standard will be used:</p> <p>If no, please specify (where appropriate per dataset or data type) which metadata will be created:</p> <p>We are currently looking into the options regarding the different metadata standards within our research groups P.PUL and ARP. Possible options until now are DDI, UNBIS and AA</p>
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4. Data Storage & Back-up during the Research Project	
<p>Where will the data be stored?</p> <p><i>Consult the <a href="#">interactive KU Leuven storage guide</a> to find the most suitable storage solution for your data.</i></p>	<p><input checked="" type="checkbox"/> Shared network drive (J-drive)  <input type="checkbox"/> Personal network drive (I-drive)  <input checked="" type="checkbox"/> OneDrive (KU Leuven)  <input type="checkbox"/> Sharepoint online  <input type="checkbox"/> Sharepoint on-premis  <input type="checkbox"/> Large Volume Storage  <input type="checkbox"/> Digital Vault  <input type="checkbox"/> Other:</p>

<p>How will the data be backed up?</p> <p><i>WHAT STORAGE AND BACKUP PROCEDURES WILL BE IN PLACE TO PREVENT DATA LOSS?</i></p>	<p><input checked="" type="checkbox"/> Standard back-up provided by KU Leuven ICTS for my storage solution</p> <p><input type="checkbox"/> Personal back-ups I make (specify)</p> <p><input type="checkbox"/> Other (specify)</p> <p>The responsible person will be prof. Martino Tattara, the supervisor of this doctoral project. For the Department of Architecture we have a 2 TB storage capacity + 5 TB for archiving available and it can be extended, if needed. The main tool for data storage will be KU Leuven OneDrive. The ICT support is provided by LUCA. On LUCA managed devices, personal documents are stored and equally synchronized with the data server (no data on the hard disk of the laptops). All personal data will be stored on the I-disk/ in Leuven/ department of Architecture. As a cloud application, Box is supported (up to 2TB per user). The long-term storage is guaranteed up to 10 years after the end of a project. This is stored on servers in Leuven, on the K-disk. The members of the research group have access to the data with the permission of the supervisor.</p>
<p>Is there currently sufficient storage &amp; backup capacity during the project? If yes, specify concisely. If no or insufficient storage or backup capacities are available, then explain how this will be taken care of.</p>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>If no, please specify:</p>
<p>How will you ensure that the data are securely stored and not accessed or modified by unauthorized persons?</p> <p><i>CLEARLY DESCRIBE THE MEASURES (IN TERMS OF PHYSICAL SECURITY, NETWORK SECURITY, AND SECURITY OF COMPUTER SYSTEMS AND FILES) THAT WILL BE TAKEN TO ENSURE THAT STORED AND TRANSFERRED DATA ARE SAFE.</i></p> <p><a href="#">Guidance on security for research data</a></p>	<p>Onedrive documents will be shared only among the supervisors, the PhD researcher and Eline Inghelbrecht who is doing historical research on the same set of topics within our research group. In case documents are shared outside of the research project (e.g. within the research group) this will be done with restricted access (shared via e-mail) and editing rights (view-only).</p>
<p>What are the expected costs for data storage and backup during the research project? How will these costs be covered?</p>	<p>There are no expected costs for data storage and backup.</p>

### 5. Data Preservation after the end of the Research Project

<p>Which data will be retained for at least five years (or longer, in agreement with other retention policies that are applicable) after the end of the project? In case some data cannot be preserved, clearly state the reasons for this (e.g. legal or contractual restrictions, storage/budget issues, institutional policies...).</p> <p><a href="#"><i>Guidance on data preservation</i></a></p>	<p><input checked="" type="checkbox"/> All data will be preserved for 10 years according to KU Leuven RDM policy</p> <p><input type="checkbox"/> All data will be preserved for 25 years according to CTC recommendations for clinical trials with medicinal products for human use and for clinical experiments on humans</p> <p><input type="checkbox"/> Certain data cannot be kept for 10 years (explain)</p>
<p>Where will these data be archived (stored and curated for the long-term)?</p> <p><a href="#"><i>Dedicated data repositories</i></a> are often the best place to preserve your data. Data not suitable for preservation in a repository can be stored using a KU Leuven storage solution, consult the <a href="#"><i>interactive KU Leuven storage guide</i></a>.</p>	<p><input type="checkbox"/> KU Leuven RDR</p> <p><input type="checkbox"/> Large Volume Storage (longterm for large volumes)</p> <p><input type="checkbox"/> Shared network drive (J-drive)</p> <p><input checked="" type="checkbox"/> Other (specify):</p> <p>The long-term storage is guaranteed up to 10 years after the end of a project. This is stored on servers in Leuven, on the K-disk. The members of the research group have access to the data with the permission of the supervisor.</p>
<p>What are the expected costs for data preservation during the expected retention period? How will these costs be covered?</p>	<p>There are no expected costs for data storage and backup</p>

### 6. Data Sharing and Reuse

<p>Will the data (or part of the data) be made available for reuse after/during the project? Please explain per dataset or data type which data will be made available.</p> <p><i>NOTE THAT 'AVAILABLE' DOES NOT NECESSARILY MEAN THAT THE DATA SET BECOMES OPENLY AVAILABLE, CONDITIONS FOR ACCESS AND USE MAY APPLY. AVAILABILITY IN THIS QUESTION THUS ENTAILS BOTH OPEN &amp; RESTRICTED ACCESS. FOR MORE INFORMATION:</i> <a href="https://wiki.surfnet.nl/display/STANDARDS/INFO-EU-REPO/#INFO-EURO-ACCESSRIGHTS">https://wiki.surfnet.nl/display/STANDARDS/INFO-EU-REPO/#INFO-EURO-ACCESSRIGHTS</a></p>	<p><input type="checkbox"/> Yes, as open data</p> <p><input type="checkbox"/> Yes, as embargoed data (temporary restriction)</p> <p><input checked="" type="checkbox"/> Yes, as restricted data (upon approval, or institutional access only)</p> <p><input type="checkbox"/> No (closed access)</p> <p><input type="checkbox"/> Other, please specify:</p>
<p>If access is restricted, please specify who will be able to access the data and under what conditions.</p>	<p>The collected data will be accessible to the PhD researcher Dries Pattyn, and the responsible supervisor prof. Martino Tattara and the respective co-supervisors prof. Bruno Notteboom and prof. Sven Sterken. Doctoral researcher Eline Inghelbrecht, part of the research group and working on the same set of topics from a historical stance, is granted mutual access as well.</p>
<p>Are there any factors that restrict or prevent the sharing of (some of) the data (e.g. as defined in an agreement with a 3rd party, legal restrictions)? Please explain per dataset or data type where appropriate.</p>	<p><input checked="" type="checkbox"/> Yes, privacy aspects</p> <p><input checked="" type="checkbox"/> Yes, intellectual property rights</p> <p><input type="checkbox"/> Yes, ethical aspects</p> <p><input type="checkbox"/> Yes, aspects of dual use</p> <p><input type="checkbox"/> Yes, other</p> <p><input type="checkbox"/> No</p> <p>If yes, please specify:</p> <ul style="list-style-type: none"> <li>- Privacy aspects: personal data of the research participants (interviewees and participants in interactive moments) will be collected: name, email address, phone number, age, gender</li> <li>- Intellectual property rights of existing as well as newly generated images, designs, maps</li> </ul>

<p>Where will the data be made available? If already known, please provide a repository per dataset or data type.</p>	<p> <input checked="" type="checkbox"/> KU Leuven RDR  <input type="checkbox"/> Other data repository (specify)  <input type="checkbox"/> Other (specify)         </p> <p>Data on all our publications resulting from this research will be stored in the KU Leuven repository LIRIAS.</p>
<p>When will the data be made available?</p>	<p> <input checked="" type="checkbox"/> Upon publication of research results  <input type="checkbox"/> Specific date (specify)  <input type="checkbox"/> Other (specify)         </p> <p>paper publications, seminars, exhibition, round tables and workshops.</p>
<p>Which data usage licenses are you going to provide? If none, please explain why.</p> <p><i>A DATA USAGE LICENSE INDICATES WHETHER THE DATA CAN BE REUSED OR NOT AND UNDER WHAT CONDITIONS. IF NO LICENSE IS GRANTED, THE DATA ARE IN A GREY ZONE AND CANNOT BE LEGALLY REUSED. DO NOTE THAT YOU MAY ONLY RELEASE DATA UNDER A LICENSE CHOSEN BY YOURSELF IF IT DOES NOT ALREADY FALL UNDER ANOTHER LICENSE THAT MIGHT PROHIBIT THAT.</i></p> <p>Check the <a href="#">RDR guidance on licences</a> for data and software sources code or consult the <a href="#">License selector tool</a> to help you choose.</p>	<p> <input type="checkbox"/> CC-BY 4.0 (data)  <input checked="" type="checkbox"/> Data Transfer Agreement (restricted data)  <input type="checkbox"/> MIT licence (code)  <input type="checkbox"/> GNU GPL-3.0 (code)  <input type="checkbox"/> Other (specify)         </p> <p>Most probably we will use the Data Transfer Agreement. We will further look into the specific data usage licences when we evolve in the research project.</p>
<p>Do you intend to add a PID/DOI/accession number to your dataset(s)? If already available, please provide it here.</p> <p><i>INDICATE WHETHER YOU INTEND TO ADD A PERSISTENT AND UNIQUE IDENTIFIER IN ORDER TO IDENTIFY AND RETRIEVE THE DATA.</i></p>	<p> <input checked="" type="checkbox"/> Yes, a PID will be added upon deposit in a data repository  <input type="checkbox"/> My dataset already has a PID  <input type="checkbox"/> No         </p>
<p>What are the expected costs for data sharing? How will these costs be covered?</p>	<p>For this moment, it is possible to share for free. Due to potentially large datasets and the uncertainty of the repositories staying free, we will be aware of additional costs in later years.</p>

## 7. Responsibilities

Who will manage data documentation and metadata during the research project?	The data documentation and metadata will be managed by the PhD researcher, being Dries Pattyn.
Who will manage data storage and backup during the research project?	The data storage and backup will be managed by the PhD researcher, being Dries Pattyn.
Who will manage data preservation and sharing?	The responsible person will be prof. Martino Tattara, the supervisor of this research project.
Who will update and implement this DMP?	The data management plan will be updated and implemented by the PhD researcher, being Dries Pattyn.