Plan Overview

A Data Management Plan created using DMPonline.be

Title: The sky's like a bell — the moon is its tongue: The sonic and material legacy of bells in the eastern European landscape

Creator: Xenia Benivolski

Principal Investigator: Xenia Benivolski

Data Manager: Xenia Benivolski

Project Administrator: Xenia Benivolski

Affiliation: KU Leuven (KUL)

Funder: Fonds voor Wetenschappelijk Onderzoek - Research Foundation Flanders (FWO)

Template: FWO DMP (Flemish Standard DMP)

Principal Investigator: Xenia Benivolski

Data Manager: Xenia Benivolski

Project abstract:

This practice-based research in the arts connects disparate eras in European history through the figure of the Russian bell, combining artistic, curatorial and theoretical methodology through the frameworks of soundscapes (Corbin 1998), Soviet monumentalism (Tumarkin, 1997), and Actor-Network-Theory (Latour, 1996). I suggest that novel intersections between organology and new materialism (Bennet, 2009) could be examined by considering musical instruments as "things to help make what we call society" (Pels, Hetherington, and Vandenberghe, 2002). As part of an embodied research trajectory it involves the production of a number of bells, compositions, articles and performances, that speculate on the material and spiritual qualities shared by the "singing icon" and the political monument. This project examines the historical significance of bells, and investigates their transformation from religious instruments to political monuments, notably during the Soviet expansion. By exploring the material history of bells and their connection to geopolitical events, the research aims to decipher the political power embedded in their metallic form. It questions the ontological meanings, histories, and ramifications of bell metals, emphasizing their impact on individual and social relationships to monuments, bells, and weapons and contributes to a broader understanding of the Russian soundscape, its indigenous cultures, and historical implications.

ID: 214057

Start date: 08-01-2025

End date: 08-01-2029

Last modified: 17-04-2025

Questionnaire

The questions in this section should only be answered if you are currently applying for FWO funding.
Are you preparing an application for funding?

- No

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DPIA

Have you performed a DPIA for the personal data processing activities for this project?

- No

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GDPR

Have you registered personal data processing activities for this project?

- No

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1. Research Data Summary

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.

Dataset Name	Description	New or Reused	Digital or Physical	Data Type	Technical Format (extension)	Data Volume (est.)
Field Recordings	Audio recordings of bell sounds from fieldwork locations (Latvia, Georgia, Boston).	New	Digital	Audiovisual (Sound)	WAV, MP3	< 1 TB
Archival Documentation	Photos, notes, and documents collected during archival research in Eastern Europe and Soviet Central Asia.	New	Digital	Images, Textual	JPEG, PDF, DOCX	< 1 TB
Interview Recordings	Audio/video recordings of interviews with bell makers, historians, artists, and cultural experts.	New	Digital	Audiovisual	WAV, MP4	< 1 TB
Material Experiments Documentation	Visual documentation (photos, video) of artistic experiments including metal casting and bell creation processes.	New	Digital & Physical	Images, Audiovisual	JPEG, MP4	< 1 TB
Compositions and Scores	Original music scores and compositional materials created for performances with bells.	New	Digital	Textual, Software	PDF, MusicXML, Sibelius (.sib)	< 1 GB
Performance & Exhibition Documentation	Photos, videos, audio recordings, catalogues from public performances, final exhibition, and symposium.	New	Digital	Images, Audiovisual, Textual	JPEG, MP4, WAV, PDF	< 1 TB

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:

☒ **Not applicable:** This research project generates new primary data through original field recordings, artistic practice, archival visits, and interviews. No existing datasets with persistent identifiers (DOI, Handle, URL) are reused.

Are there any ethical issues concerning the creation and/or use of the data (e.g. experiments on humans or animals, dual use)? Describe these issues in the comment section. Please refer to specific datasets or data types when appropriate.

- No

This project involves artistic, archival, historical, and ethnomusicological research methods including interviews, field recordings, and documentation of artistic processes. Interviews will involve expert participants providing oral histories, personal reflections, and professional insights. Informed consent will be obtained from all interview participants, ensuring voluntary participation and clarity regarding data use, storage, and sharing. No sensitive personal data, human experimentation, animal experimentation, or dual-use research will be involved.

Will you process personal data? If so, briefly describe the kind of personal data you will use in the comment section. Please refer to specific datasets or data types when appropriate.

- Yes

This research involves interviews (audio and/or video recordings) with bell makers, historians, artists, and cultural experts. The personal data processed will include participant names, professional affiliations, voice recordings, and possibly visual images

(video recordings). Informed consent will be obtained from all interviewees prior to data collection. All data collection, storage, and usage practices will follow KU Leuven's guidelines and comply with applicable GDPR regulations, including registration with the KU Leuven privacy register (PRET or EC number will be provided upon approval).

Does your work have potential for commercial valorization (e.g. tech transfer, for example spin-offs, commercial exploitation, …)? If so, please comment per dataset or data type where appropriate.

- No

This research is primarily artistic, historical, and academic in nature, involving artistic practice, ethnomusicological exploration, archival research, and theoretical inquiry. The datasets (field recordings, interviews, artistic documentation, and compositions) are created for scholarly purposes, public dissemination, exhibition, and performance contexts, and do not have direct potential for commercial exploitation or technological transfer.

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 in the comment section to what data they relate and what restrictions are in place.

- Yes

Some archival images, recordings, and documents collected from third-party institutions (e.g., archives, libraries, museums) may have specific dissemination restrictions based on their internal policies or intellectual property rights. Permission from these institutions will be sought before public sharing or publishing any related data. These agreements primarily concern the datasets categorized as *Archival Documentation* and *Material Experiments Documentation*.

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 in the comment section to what data they relate and which restrictions will be asserted.

- Yes

Legal issues primarily relate to copyright and ownership of archival materials, images, and recorded interviews. Usage of archival documents and photographs may be limited by institutional policies or copyright holders. Interview recordings will be subject to informed consent, specifying usage and sharing rights. All artistic works (e.g., compositions, recordings, sculptures) created during the research will be authored by the researcher and subject to standard academic copyright practices unless collaborative or co-authored. Permissions will be obtained where necessary, and rights will be clearly attributed in all published and deposited materials.

2. Documentation and Metadata

Clearly describe what approach will be followed to capture the accompanying information necessary to keep data understandable and usable, 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).

To ensure that all research data remains understandable and reusable over time, both for myself and for others, I will follow a structured documentation strategy:

- **File organization and naming conventions** will be standardized across datasets. Each dataset (e.g., field recordings, interviews, compositions, documentation of material experiments) will be stored in clearly named folders with version-controlled subfolders.
- **README.txt files** will accompany each major dataset, outlining the purpose, structure, methodology, relevant dates, locations, and technical specifications. This will include information on equipment used for field recordings and casting processes.
- **Interview data** will include consent documentation, contextual metadata (e.g., interviewee role, location, language, date), and anonymized transcripts where necessary.

- **Artistic datasets** (e.g., compositions, sculptures, and audio works) will include notes on artistic process, materials, and conceptual frameworks, documented in accompanying PDF or TXT files.
- **Code and web-based elements** (e.g., scripts for database, sound processing, or display) will be documented in-line and with external technical notes, using GitHub where appropriate.
- **Archival research** will be catalogued with descriptive notes linking each document or photograph to its source institution, with identifiers and metadata reflecting date, location, archive reference code, and conditions of use.
- For complex datasets, **a codebook (Codebook.tsv or similar format)** may be created to explain data variables, categories, and meanings, particularly for any structured metadata or tabulated archival records.

This documentation approach will ensure long-term accessibility and reusability, and it will follow KU Leuven and LUCA School of Arts' guidelines on research data management.

Will a metadata standard be used to make it easier to find and reuse the data? If so, please specify (where appropriate per dataset or data type) which metadata standard will be used. If not, please specify (where appropriate per dataset or data type) which metadata will be created to make the data easier to find and reuse.

- Yes

Where appropriate, established metadata standards will be used to enhance findability and reuse:

- For **archival documentation** and **images**, descriptive metadata will follow elements from **Dublin Core**, including title, creator, subject, description, date, and rights information.
- For **musical compositions and scores**, metadata will align with **MEI (Music Encoding Initiative)** and **MusicXML** conventions, where applicable.
- For **interviews**, metadata will follow guidelines for qualitative research (e.g., name or pseudonym, role, language, format, date, consent status), and will be registered in a structured spreadsheet and/or linked metadata file (e.g., CSV or JSON).
- For **audio field recordings**, metadata will include standard fields used in ethnomusicology and sound archives: recording location (GPS), date/time, duration, format, device used, description of content, and rights status.
- Artistic datasets and documentation will include project-specific metadata captured through structured README files and, where relevant, embedded metadata in media files.

These standards will ensure the datasets are compatible with repository requirements and enable meaningful reuse by researchers, artists, and archivists.

3. Data storage & back-up during the research project

Where will the data be stored?

- KU Leuven OneDrive
- KU Leuven Large Volume Storage
- GitHub (for public code and documentation)
- External encrypted hard drives (for fieldwork and backup)

During the research project, data will be stored using a combination of KU Leuven-managed secure storage services (OneDrive and Large Volume Storage) and external encrypted hard drives for mobility during fieldwork. Software, documentation, and non-sensitive public project materials (e.g., code, website elements, some scores) will also be versioned and stored using GitHub. Sensitive and raw data (e.g., interview recordings) will be kept within KU Leuven's infrastructure and secured with access controls.

How will the data be backed up?

-Standard back-up provided by KU Leuven ICTS for my storage solution
-Personal back-ups I make

All data stored on KU Leuven OneDrive and Large Volume Storage will be automatically backed up by ICTS services. In addition, I will maintain personal encrypted backups on two external hard drives, updated monthly. Fieldwork data will be transferred to

secure storage as soon as possible after collection. Public-facing elements (e.g., code, documentation) stored on GitHub will be version-controlled and periodically mirrored to KU Leuven storage.

Is there currently sufficient storage & 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.

- Yes

Sufficient storage and backup capacity will be ensured through a combination of KU Leuven's OneDrive and Large Volume Storage services, supplemented by the purchase of external encrypted hard drives for fieldwork and off-site backups.

How will you ensure that the data are securely stored and not accessed or modified by unauthorized persons?

All digital data stored on KU Leuven infrastructure (OneDrive and Large Volume Storage) will benefit from institutional security measures, including access controls, password protection, and regular backups by ICTS. Personal devices and external hard drives will be encrypted and stored in a secure location. All accounts (e.g., KU Leuven, GitHub) will use strong, unique passwords and two-factor authentication. Sensitive data (e.g., interviews) will be restricted to approved personnel and stored only on institutional drives with encrypted backup copies. Data sharing will only occur through secure, traceable channels and with appropriate permissions.

What are the expected costs for data storage and backup during the research project? How will these costs be covered?

The majority of data storage and backup will be handled through KU Leuven's institutional infrastructure, which does not incur additional costs. Minor expenses are expected for the purchase of external encrypted hard drives to support fieldwork and redundant backups. These costs will be covered by the FWO bench fee allocated to the project.

4. Data preservation after the end of the research project

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...).

All data will be preserved for 10 years according to KU Leuven RDM policy

All key datasets—including field recordings, interview materials (with consent), artistic documentation, compositions, and final outputs (exhibition, symposium materials)—will be preserved for at least 10 years after the project ends. In cases where institutional or third-party agreements limit long-term access (e.g., restricted archival materials), those datasets will be preserved internally but not made publicly accessible, in accordance with permissions and copyright restrictions.

Where will these data be archived (stored and curated for the long-term)?

Long-term archiving will take place through the KU Leuven Research Data Repository (RDR), which ensures persistent storage and assigns DOIs to datasets. A curated archive of the project's GitHub repository, which hosts documentation, compositions, and code, will also be deposited into the RDR. Sensitive data will be stored securely in KU Leuven infrastructure with appropriate access restrictions and retention tracking.

What are the expected costs for data preservation during the expected retention period? How will these costs be covered?

No significant additional costs are anticipated for long-term data preservation, as KU Leuven's RDR and institutional storage infrastructure are used. Any minor costs (e.g., long-term backup drive maintenance or migration of formats if required) will be covered by the FWO bench fee allocated to the project.

5. Data sharing and reuse

Will the data (or part of the data) be made available for reuse after/during the project? In the comment section please explain per dataset or data type which data will be made available.

- Yes, in an Open Access repository
- Yes, in a restricted access repository (after approval, institutional access only, …)

Open Access: Original compositions, artistic documentation (e.g., sound files, scores, process notes), and field recordings (excluding sensitive content) will be made openly available through KU Leuven's Research Data Repository (RDR) and mirrored on GitHub where appropriate.

Restricted Access: Interview recordings and archival documentation will be made available only when permissions are granted by participants or third-party institutions. These materials will be stored in KU Leuven infrastructure with controlled access and may be shared upon request with approval.

All datasets will be accompanied by documentation and metadata to support potential reuse, and appropriate licenses will be applied to define conditions of use.

If access is restricted, please specify who will be able to access the data and under what conditions.

Restricted data—including interview recordings and archival materials—will only be accessible to authorized researchers upon request, and subject to the following conditions:

- **For interviews**, access may be granted to academic researchers upon submission of a formal request and approval by the principal investigator, provided the participant has given informed consent for data sharing.
- **For archival materials**, access will depend on permissions granted by the holding institutions. Where permitted, materials may be shared under restricted conditions (e.g., non-commercial research use only) or viewed on-site.
- In all cases, access will be conditional on the acceptance of non-disclosure or data use agreements, where necessary, to protect the rights of individuals or third parties.

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 in the comment section per dataset or data type where appropriate.

- Yes, Privacy aspects
- Yes, Intellectual Property Rights
- Yes, Ethical aspects

- **Privacy aspects:** Interview recordings include personal data (voice, name, professional identity) and will only be shared with explicit consent from participants. In some cases, data will be anonymized or withheld from public sharing.
- **Intellectual Property Rights:** Some archival documents and images are subject to copyright or institutional restrictions; their reuse or public dissemination may require prior approval.
- **Ethical aspects:** Ethical considerations apply to the treatment of sensitive cultural materials and oral histories, especially in post-Soviet and decolonial contexts. These materials will be handled with care and in dialogue with involved communities or individuals where relevant.

Where will the data be made available? If already known, please provide a repository per dataset or data type.

1.**KU Leuven RDR**
2.**Other data repository (specify): GitHub**
3.**Other (specify): Project website (to be developed)**
Additional Information:

- **Field recordings, compositions**, and **artistic documentation** will be made available via KU Leuven's Research Data Repository (RDR) with assigned DOIs.
- **Open-source code, documentation**, and non-sensitive materials will be shared on **GitHub**, and archived in the KU Leuven RDR for long-term preservation.
- A curated selection of public-facing materials (e.g., excerpts from recordings, performance videos, images of artworks) will be made available on the **project website**, which will function as a dissemination and engagement platform.
- **Restricted data** (e.g., interviews, certain archival materials) will be stored securely within KU Leuven's infrastructure and may be made accessible upon request, subject to conditions.

When will the data be made available?

- Data such as field recordings, compositions, and artistic documentation will be made publicly available through KU Leuven RDR and GitHub **upon publication of related research outcomes or exhibitions** .
- **Interview recordings and archival materials** will be released selectively and **only once permissions from participants or institutions are obtained**, with some datasets remaining restricted.
- **Rolling releases** of non-sensitive material (e.g., documentation, sonic sketches, selected recordings) will occur throughout the project's duration to support dissemination and engagement via the project website and research presentations.

Which data usage licenses are you going to provide? If none, please explain why.

1.CC-BY 4.0 (data)
2.Data Transfer Agreement (restricted data)
3.MIT licence (code/scripts/documentation on GitHub)

- **Open-access data** (e.g., compositions, sonic works, non-sensitive documentation) will be shared under a **Creative Commons Attribution 4.0 (CC-BY 4.0)** license, allowing reuse with appropriate credit.
- **Code and documentation** shared on GitHub will be licensed under the **MIT License**, promoting openness and reusability.
- **Restricted data** (e.g., interviews, archival images) will be governed by **Data Transfer Agreements (DTAs)** or shared only under negotiated terms, in compliance with institutional or participant agreements.
- All data will be clearly marked with the appropriate license or access condition.

Do you intend to add a PID/DOI/accession number to your dataset(s)? If already available, you have the option to provide it in the comment section.

- Yes

Persistent Identifiers (PIDs), such as **DOIs**, will be assigned to all publicly available datasets upon deposit in the KU Leuven Research Data Repository (RDR). This includes field recordings, compositions, documentation, and other sharable outputs. A DOI will also be generated for an archived version of the GitHub repository through RDR to ensure long-term findability and citation.

What are the expected costs for data sharing? How will these costs be covered?

No significant costs are expected for data sharing, as KU Leuven's Research Data Repository (RDR) provides free DOI assignment and long-term storage. Minor costs may arise from preparing datasets for publication (e.g., formatting, licensing consultation, hosting audiovisual content), but these will be covered by the **FWO bench fee** allocated to the project.

6. Responsibilities

Who will manage data documentation and metadata during the research project?

Xenia Benivolski

Who will manage data storage and backup during the research project?

Xenia Benivolski

Who will manage data preservation and sharing?

Xenia Benivolski

Who will update and implement this DMP?

Xenia Benivolski