Critical, Bottom-up and Material Geopolitics of the European Union in the Black Sea
Horizon 2020 FAIR DMP +

Version information

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v1.0

Description

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1. Data summary

What is the purpose of the data collection/generation and its relation to the objectives of the project?

The main objectives of the project are 1) identifying the role of the Black Sea in EU geopolitics, and 2) identifying local and material dimensions contributing to Black Sea geopolitics. For the first objective, the project aims to generate two types of data: a) a collection of EU policy documents and public statements that explain how the bloc views the Black Sea in its foreign and neighborhood policies; and b) qualitative interviews with EU policy-makers and policy experts, who expertise on the matter adds to deeper understanding of the topic. For the second objective, the project aims to generate one specific type of data: qualitative interviews with local community representatives in the Black Sea coastal towns who have either direct knowledge of EU policies in the area or practically contribute to the implementation of these EU policies in the area.

What types and formats of data will the project generate/collect?

Dataset name	Description	New/Used	Digital/Physical	Type	Format	Volume	Storage
Policy documents	Policy documents by EU institutions	New	Digital	Text	pdf	50MB	I:drive
Statements	Statements by EU decision-makers	New	Digital	Text	pdf	50MB	I:drive
Timeline	Timeline of key events, decisions and policy programs	New	Digital	Text / flow chart	pdf	10MB	I:drive
Audio interviews	Audiofiles of the interviews	New	Digital	Audio	m4a	20GB	I:drive
Interview transcripts	Pseudonymized transcripts of audiofiles of the interviews	New	Digital	Text	docx/pdf	100MB	I:drive
Post-interview notes	Notes on main takeaways from the interview	New	Digital	Text	docx	10MB	I:drive
Field notes	Notes based on visual and other observation during fieldwork	New	Digital	Text	docx	10MB	I:drive
Photos	Photos taken with digital camera during fieldwork	New	Digital	Image	jpeg	10GB	I:drive

Will you re-use any existing data and, if so, how?

No.

What is the origin of the data?

EU policy/statement datasets will be retrieved from official EU and EU institutional websites. The rest of the data will be generated either by interviews in Brussels or fieldwork abroad.

What is the expected size of the data (if known)?

Approximately 30GB.

To whom might the data be useful ('data utility')?

The data will be useful to political scientists and political geographers interested either in EU politics or Black Sea politics.

2.1 FAIR data: Making data findable, including provisions for metadata

Are the data produced and/or used in the project discoverable with metadata?

Yes. I will deposit the research data at KU Leuven's Research Data Repository (RDR) at the end of the project. The RDR provides a persistent identifier and link (i.e. DOI) as well as a template to describe the data and create rich and standardized metadata and allows the data to be easily findable (e.g. via Google, Web of Science, etc.), identifiable, reusable and citable.

Are the data produced and/or used in the project identifiable and locatable by means of a standard identification mechanism?

Yes. The RDR provides DOI for deposited data, which makes the data easy to find and re-use in the long term. I will use of standard open file formats, primarily pdf (as most of my data is textual), that will keep the data accessible and interoperable.

What naming conventions do you follow?

Each dataset will have a separate folder. File names will consist of four elements: dataset name or acronym (e.g. INT for

Interviews, PD for Policy documents), number (1, 2, 3...), geographical or institutional location (e.g. B for Brussels or EP for European Parliament) and date (YYYYMMDD), each element separated by underscore (_). I will include a txt-file in the folder to explain abbreviations used in the file names.

Will search keywords be provided that optimize possibilities for re-use?

Yes. In the RDR, keywords are one of the required fields to be filled when depositing the data.

What is your approach for clear versioning?

None of the datasets anticipated to be generated in the project will need update or regular revision.

What metadata will be created?

Persistent identifier (DOI), publication date, name of the author and ORCID number, title of the data, department/faculty, dataset description, subject, keywords, related publication, file formats, type of access rights.

2.2. FAIR data: Making data openly accessible

Which data produced and/or used in the project will be made openly available as the default? If some data is kept closed provide a rationale for doing so.

In principle, all datasets will be made openly available. The most sensitive part is interviews. Audio files will be kept close and transcripts will be pseudonymized to maintain confidentiality of personal details of interview participants. In some cases, parts of the interview transcriptions may be kept close to reduce the risk of identification of the respondent.

How will the data be made accessible?

It will be published in KU Leuven's RDR.

What methods or software tools are needed to access the data? Is documentation about the software needed to access the data included? Is it possible to include the relevant software (e.g. in open source code)?

No special software will be necessary to access the data. The majority of data is textual and will be published in pdf and docx formats; photos in jpeg.

Where will the data and associated metadata, documentation, and code be deposited? Have you explored appropriate arrangements with the identified repository?

In KU Leuven's RDR.

If there are restrictions on use, how will access be provided?

There are no restriction on use. Consent agreements with interview participants will include a permission for the data to be re-used in the future.

2.3. FAIR data: Making data interoperable

Are the data produced in the project interoperable? What data and metadata vocabularies, standards or methodologies will you follow to make your data interoperable?

Yes. RDR provides a standard metadata vocabulary. The data will be published in common file formats (pdf, docx) which will make it easy for anyone to access and re-use.

Will you be using standard vocabularies for all data types present in your data set, to allow inter-disciplinary interoperability? In case it is unavoidable that you use uncommon or generate project specific ontologies or vocabularies, will you provide mappings to more commonly used ontologies?

I will use standard vocabularies for the datasets.

2.4. FAIR data: Increase data re-use (through clarifying licenses)

How will the data be licensed to permit the widest re-use possible?

The data will be available on the RDR under the license: CC-BY-NC-ND-4.0.

When will the data be made available for re-use? If applicable, specify why and for what period a data embargo is needed.

It will be made available for re-use right after the publication of the main findings.

Are the data produced and/or used in the project usable by third parties, in particular after the end of the project? If the re-use of some data is restricted, explain why.

Yes. The data can be useful to researchers in political science, geography, area studies and related fields.

How long is it intended that the data remains re-usable?

KU Leuven's RDR has a standard storing period of 10 years during which period the data will remain re-usable.

Are data quality assurance processes described?

Only the researcher and the supervisor have access to modify the deposited data. The supervisor's review will also provide an additional control for the quality of data management.

3. Allocation of resources

What are the costs for making data FAIR in your project? How will these costs be covered?

There is no financial cost since the storage is free of charge.

Who will be responsible for data management in your project?

I, Gela Merabishvili, will be the responsible person for data management, which includes data collection and deposition, metadata production and data sharing. The project supervisor, Arie Stoffelen, will provide a supervising function.

What are the costs and potential value of long term preservation?

Long term preservation of the data in the RDR is free of charge.

4. Data security

What provisions are in place for data security (including data recovery as well as secure storage and transfer of sensitive data)?

During the research process, the data will be stored in KU Leuven's personal network drive (Drive I). It is suitable for confidential research data, defined by KU Leuven as a 'High' security option. KU Leuven's IT service ensures that the data is backed up regularly.

5. Ethical aspects

Are there any ethical or legal issues that can have an impact on data sharing?

The main ethical issue is related to interview data. Informed consent that are mandatory to conduct interviews will include consent for data sharing and long term preservation. Identity of respondents will be protected via pseudonymization of the interview transcripts. Audio files of interviews due to higher possibility of identification will be kept closed from public view and sharing in the RDR.
I have already started a PRET review (file name: G-2025-9182).

6. Other issues

Do you make use of other national/funder/sectorial/departmental procedures for data management? If yes, which ones?

No.

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GDPR Record

GDPR record

Have you registered personal data processing activities for this project?

Question not answered.

DPIA

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

Question not answered.

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