# FWO DMP Template - Flemish Standard Data Management Plan

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](https://www.fwo.be/media/1024841/glossary-flemish-standard-data-management-plan.pdf).

|  |  |
| --- | --- |
| 1. **General Project Information** | |
| Name Grant Holder & ORCID | **PAULIAT Marie** <https://orcid.org/0000-0002-4241-6093> |
| Contributor name(s) (+ ORCID) & roles | **DUPONT Anthony** : Supervisor <https://orcid.org/0000-0003-4967-7541>  **PARTOENS Gert** : Co-supervisor <https://orcid.org/0000-0001-6587-0056> |
| Project number[[1]](#footnote-1) & title | FWO Research project 1234123N: Sixty Donatist Sermons from the 5th Century? A Critical Edition and Content Analysis of the ‘Vienna Collection’. |
| Funder(s) GrantID[[2]](#footnote-2) | D-2023-1832 |
| Affiliation(s) | x KU Leuven  ☐ Universiteit Antwerpen  ☐ Universiteit Gent  ☐ Universiteit Hasselt  ☐ Vrije Universiteit Brussel  ☐ Other:  Provide ROR[[3]](#footnote-3) identifier when possible: <https://ror.org/05f950310> |
| Please provide a short project description | Over the past 30 years, the discovery of previously unknown sermons has stressed the high value of these sources for the theology and history of early Christianity. Indeed, the sermons reflect a theology in action, seeking to shape the Christian identity of their audiences. Initially focused on the texts of known authors, research is now turning to the sermons of uncertain authorship. My project focuses on the Vienna collection: 60 late antique Latin sermons, falsely attributed to John Chrysostom, which were discovered in the 1990s. They are of great interest because, until recently, they were considered to be the work of a bishop of a ‘dissident’ African Christian group, the so-called ‘Donatists’. To shed new light on this increasingly contested hypothesis and to unlock the exegesis and theology of the Vienna sermons, I propose a comprehensive study with a set of methodologies that have not yet been applied to this collection: a critical edition, and a comprehensive analysis of the content, taking into account the literary genre of these texts (with rhetoric and stylometric tools), and situating their exegetical and theological content within the patristic tradition (with a historical-critical and comparative method). Among other unexplored aspects, I will investigate the cult of martyrs, the Trinitarian theology (with Subordinatist overtones), and the theology of justification and grace (surprisingly close to another ‘dissident’ Christian current, ‘Pelagianism’). |

|  |  |
| --- | --- |
| 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[[4]](#footnote-4).   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | |  | | | | *Only for digital data* | *Only for digital data* | *Only for digital data* | *Only for physical data* | | Dataset Name | Description | New or Reused | Digital or Physical | Digital Data Type | Digital Data Format | Digital Data Volume (MB, GB, TB) | Physical Volume | | medieval\_manuscripts\_ images | I will use medieval manuscripts images (formats: .jpeg .tif and .pdf). | Generate new data  Reuse existing data | Digital  Physical | Observational  Experimental  Compiled/ aggregated data  Simulation data  Software  Other  NA | .por  .xml  .tab  .csv  .pdf  .txt  .rtf  .dwg  .tab  .gml  other: jpeg, tif  NA | < 100 MB  < 1 GB  < 100 GB  < 1 TB  < 5 TB  < 10 TB  < 50 TB  > 50 TB  NA |  | | texts | I will collect the secondary data from the following (full-text) databases available online: Corpus  Augustinianum Gissense (Zentrum für Augustinus-Forschung), Monumenta Germaniae Historica, LLT,  Vetus Latina Database (Brepols Publisher), Repertorium Biblicum Medii Aevi, PASSIM | Generate new data  Reuse existing data | Digital  Physical | Observational  Experimental  Compiled/ aggregated data  Simulation data  Software  Other  NA | .por  .xml  .tab  .csv  .pdf  .txt  .rtf  .dwg  .tab  .gml  other:  NA | < 100 MB  < 1 GB  < 100 GB  < 1 TB  < 5 TB  < 10 TB  < 50 TB  > 50 TB  NA |  | | stylometry | I will use the R Stylo package and produce resulting files with data results and visualizations. | Generate new data  Reuse existing data | Digital  Physical | Observational  Experimental  Compiled/ aggregated data  Simulation data  Software  Other  NA | .por  .xml  .tab  .csv  .pdf  .txt  .rtf  .dwg  .tab  .gml  other:  NA | < 100 MB  < 1 GB  < 100 GB  < 1 TB  < 5 TB  < 10 TB  < 50 TB  > 50 TB  NA |  | | edition\_analysis | I will produce text files from the critical edition and the content analysis (.docx format). | Generate new data  Reuse existing data | Digital  Physical | Observational  Experimental  Compiled/ aggregated data  Simulation data  Software  Other  NA | .por  .xml  .tab  .csv  .pdf  .txt  .rtf  .dwg  .tab  .gml  other: .docx  NA | < 100 MB  < 1 GB  < 100 GB  < 1 TB  < 5 TB  < 10 TB  < 50 TB  > 50 TB  NA |  | | biblical\_quotations | add data to the BiblIndex database (BiblIndex aims at building an exhaustive online index of biblical quotations and allusions in early Christian literature). | Generate new data  Reuse existing data | Digital  Physical | Observational  Experimental  Compiled/ aggregated data  Simulation data  Software  Other  NA | .por  .xml  .tab  .csv  .pdf  .txt  .rtf  .dwg  .tab  .gml  other: .docx  NA | < 100 MB  < 1 GB  < 100 GB  < 1 TB  < 5 TB  < 10 TB  < 50 TB  > 50 TB  NA |  | |  |  |  |  |  |  |  |  | | |
| *Guidance:*  *Data can be digital or physical (for example biobank, biological samples, …). Data type: Data are often grouped by type (observational, experimental etc.), format and/or collection/generation method.*  *Examples of data types: observational (e.g. survey results, sensor readings, sensory observations); experimental (e.g. microscopy, spectroscopy, chromatograms, gene sequences); compiled/aggregated data[[5]](#footnote-5) (e.g. text & data mining, derived variables, 3D modelling); simulation data (e.g. climate models); software, etc.*  *Examples of data formats: tabular data (.por,. spss, structured text or mark-up file XML, .tab, .csv), textual data (.rtf, .xml, .txt), geospatial data (.dwg,. GML, ..), image data, audio data, video data, documentation & computational script.*  *digital data volume: Please estimate the upper limit of the volume of the data per dataset or data type.*  *physical volume: Please estimate the physical volume of the research materials (for example the number of relevant biological samples that need to be stored and preserved during the project and/or after).* | |
| 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. | - I will use medieval manuscripts images (formats: .jpeg .tif and .pdf), on on online manuscript databases.  -I will collect the secondary data from the following (full-text) databases available online: Corpus Augustinianum Gissense (Zentrum für Augustinus-Forschung), Monumenta Germaniae Historica, LLT, Vetus Latina Database (Brepols Publisher), Repertorium Biblicum Medii Aevi, PASSIM. |
| 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, please describe these issues further and refer to specific datasets or data types when appropriate. | Yes, human subject data  Yes, animal data  Yes, dual use  No  If yes, please describe: |
| Will you process personaldata*[[6]](#footnote-6)*? If so, briefly describe the kind of personal data you will use. Please refer to specific datasets or data types when appropriate. If available, add the reference to your file in your host institution's privacy register. | Yes  No  If yes:   * Short description of the kind of personal data that will be used: * Privacy Registry Reference: |
| 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. | Yes  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. | Yes  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. | Yes  No  If yes, please explain: |

|  |  |
| --- | --- |
| 1. **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). | In each file containing a dataset, I will place a README.txt file describing the data contained in the file and how it was produced and how it can be used. |
| Will a metadata standard be used to make it easier to **find and reuse the data**?  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.  *Repositories could ask to deliver metadata in a certain format, with specified ontologies and vocabularies, i.e. standard lists with unique identifiers.* | Yes  No  If yes, please specify (where appropriate per dataset or data type) which metadata standard will be used:  If no, please specify (where appropriate per dataset or data type) which metadata will be created:  The metadata will be in text files (.txt). |

|  |  |
| --- | --- |
| 1. **Data Storage & Back-up during the Research Project** | |
| Where will the data be stored? | The data will be stored on:  -my work computer  -an external hard disk  -the drive of the KU Leuven  -the BiblIndex database |
| How will the data be backed up?  *What storage and backup procedures will be in place to prevent data loss? Describe the locations, storage media and procedures that will be used for storing and backing up digital and non-digital data during research.**[[7]](#footnote-7)*  *Refer to institution-specific policies regarding backup procedures when appropriate.* | The data will be synchronised weekly on an external hard disk and daily on the drive of the KU Leuven.  I will make use of the drive of the KU Leuven (OneDrive for Business – ICTS, kuleuven.be, 2 TB) to  guarantee safe storage and automatic back-ups of all research documents.  The BiblIndex database (open access) is hosted by the very large research infrastructure Huma-Num  (CNRS, France). |
| 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  No  If yes, please specify concisely:  The storage of the drive of the KU Leuven (OneDrive for Business – ICTS, kuleuven.be) is 2 TB. The expected amount of data collected and produced is 30 GB.  If no, please specify: |
| How will you ensure that the data are securely stored and not accessed or modified by unauthorized persons?  *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. 7* | The computer and the drive access are password protected.  The external hard disk will be kept in my office. |
| What are the expected costs for data storage and backup during the research project? How will these costs be covered? | The requested funding for this project includes the necessary budget to finance a laptop for the  candidate and an external hard disk.  The storage on the KU Leuven drive is free. |

|  |  |
| --- | --- |
| **5. 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 the data will be retained for at least five years after the end of the project. |
| Where will these data be archived (stored and curated for the long-term)? | After the project, the data will remain stored on the university's drive and the supervisor (A. Dupont) will be responsible for the preservation of the data. |
| What are the expected costs for data preservation during the expected retention period? How will these costs be covered? | The storage on the KU Leuven drive is free. |

|  |  |
| --- | --- |
| **6. Data Sharing and Reuse** | |
| 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.  *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 & restricted access. For more information:* [*https://wiki.surfnet.nl/display/standards/info-eu-repo/#infoeurepo-AccessRights*](https://wiki.surfnet.nl/display/standards/info-eu-repo/#infoeurepo-AccessRights) | Yes, in an Open Access repository  Yes, in a restricted access repository (after approval, institutional access only, …)  No (closed access)  Other, please specify:  medieval\_manuscripts\_ images: the dataset is already online (openaccess databases).  texts: : the dataset is already online (openaccess databases).  stylometry: the data from the various tests will be accessible.  edition\_analysis: collations and pre-analysis data will be available.  biblical\_quotations: the whole dataset will be accessible online; BiblIndex is an openaccess database. |
| If access is restricted, please specify who will be able to access the data and under what conditions. | NA |
| 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. | Yes, privacy aspects  Yes, intellectual property rights  Yes, ethical aspects  Yes, aspects of dual use  Yes, other  No  If yes, please specify: |
| Where will the data be made available?  If already known, please provide a repository per dataset or data type. |  |
| When will the data be made available?  *This could be a specific date (dd/mm/yyyy) or an indication such as ‘upon publication of research results’.* | medieval\_manuscripts\_ images: the dataset is already online (openaccess databases).  texts: : the dataset is already online (openaccess databases).  stylometry: the dataset will be stored on the European Zenodo archive at the end of this part of the project.  edition\_analysis: the dataset will be stored on the European Zenodo archive at the end of the project.  biblical\_quotations: the dataset will be accessible online; BiblIndex is an openaccess database during this part of the project. |
| Which data usage licenses are you going to provide? If none, please explain why.  *A data usage license indicates whether the data can be reused or not and under what conditions. If no licence is granted, the data are in a grey zone and cannot be legally reused. Do note that you may only release data under a licence chosen by yourself if it does not already fall under another licence that might prohibit that.*  *Example Answer: E.g. “Data from the project that can be shared will be made available under a Creative Commons Attribution license (CC-BY 4.0), so that users have to give credit to the original data creators.” [[8]](#footnote-8)* | Data from the project that can be shared will be made available under a creative commons attribution license (cc-by 4.0), so that users have to give credit to the original data creators. |
| Do you intend to add a PID/DOI/accession number to your dataset(s)? If already available, please provide it here.  *Indicate whether you intend to add a persistent and unique identifier in order to identify and retrieve the data.* | Yes  No  If yes: the DOI number is not already available. |
| What are the expected costs for data sharing? How will these costs be covered? | The data sharing is free. |

|  |  |
| --- | --- |
| **7. Responsibilities** | |
| Who will manage data documentation and metadata during the research project? | **PAULIAT Marie** |
| Who will manage data storage and backup during the research project? | **PAULIAT Marie** |
| Who will manage data preservation and sharing? | **DUPONT Anthony** |
| Who will update and implement this DMP? | **PAULIAT Marie - DUPONT Anthony** |

1. “Project number” refers to the institutional project number. This question is optional since not every institution has an internal project number different from the GrantID. Applicants can only provide one project number. [↑](#footnote-ref-1)
2. 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. [↑](#footnote-ref-2)
3. Research Organization Registry Community. https://ror.org/ [↑](#footnote-ref-3)
4. Add rows for each dataset you want to describe. [↑](#footnote-ref-4)
5. These data are generated by combining multiple existing datasets. [↑](#footnote-ref-5)
6. See Glossary Flemish Standard Data Management Plan [↑](#footnote-ref-6)
7. Source: Ghent University Generic DMP Evaluation Rubric: <https://osf.io/2z5g3/> [↑](#footnote-ref-7)
8. Source: Ghent University Generic DMP Evaluation Rubric: <https://osf.io/2z5g3/> [↑](#footnote-ref-8)