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

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| 1. **General Project Information** | |
| Name Grant Holder & ORCID | **Melissa Lee (0000-0002-3967-303X)** |
| Contributor name(s) (+ ORCID) & roles | **Ben Somers (0000-0002-7875-107X) – Promotor**  **Raf Aerts (0000-0003-4018-0790) – Co-promotor**  **Jos Van Orshoven (0000-0001-5756-7188) – Co-promotor** |
| Project number [[1]](#footnote-1) & title | 1SH0G24N - Green space in relation to human health: assessing the impact of improved green exposure indicators on multiple health outcomes in Flanders |
| Funder(s) GrantID [[2]](#footnote-2) | 1SH0G24N |
| Affiliation(s) | KU Leuven  ☐ Universiteit Antwerpen  ☐ Universiteit Gent  ☐ Universiteit Hasselt  ☐ Vrije Universiteit Brussel  ☐ Other:  ROR identifier KU Leuven: 05f950310 |
| Please provide a short project description | The general objective of this research is to improve methods for quantifying green space exposure in environmental epidemiology studies by considering a more comprehensive approach to how residential green can affect the three main aspects of health – physical, mental and social well-being. We aim to improve upon current environmental health methods by examining the effect of specific characteristics of green space, as well as multiple dimensions of green space interactions, on relevant health outcomes. We will further evaluate these proposed exposure methods in a case study with health data from the Flemish population. |

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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.  **WP1 – Obtaining human health data and characterizing relevant health outcomes in Flanders**   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | *Input data* | | | | | *Only for digital data* | *Only for digital data* | *Only for digital data* | | **Dataset Name** | **Description** | **New or Reused** | **Origin of Data** | **Digital or Physical** | **Digital Data Type** | **Digital Data Format** | **Digital Data Volume (MB, GB, TB)** | | Belgian Health Interview Survey (HIS) | Anonymized survey data from the 2018 national health survey regarding an individual’s health experiences, behaviours and health service use | Generate new data  Reuse existing data | Sciensano | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | sas7bdat | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 30MB | | Coordinate locations HIS2018 respondents | Anonymous XY coordinate locations of all Flemish HIS2018 respondents | Generate new data  Reuse existing data | Sciensano | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | sas7bdat | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: < 5MB |   Input data will be processed using R scripts.   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | *Output data* | | | | | *Only for digital data* | *Only for digital data* | *Only for digital data* | | **Dataset Name** | **Description** | **New or Reused** | **Origin of Data** | **Digital or Physical** | **Digital Data Type** | **Digital Data Format** | **Digital Data Volume (MB, GB, TB)** | | Residential location map | Spatial explicit map of HIS2018 XY locations | Generate new data  Reuse existing data | Output from HIS2018 coordinate locations | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | shapefile, csv | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: < 5MB |   **WP2 – Characterizing different dimensions of green space and calculating environmental exposure at an individual level**   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | *Input data* | | | | | *Only for digital data* | *Only for digital data* | *Only for digital data* | | **Dataset Name** | **Description** | **New or Reused** | **Origin of Data** | **Digital or Physical** | **Digital Data Type** | **Digital Data Format** | **Digital Data Volume (MB, GB, TB)** | | Normalized Difference Vegetation Index (NDVI) | Calculated greenness based on phytosynthetic vegetation | Generate new data  Reuse existing data | Sentinel-2 available through Copernicus | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | tif | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: < 5MB | | Green Map Flanders | Classification of vegetation heights from summer flight orthophotos | Generate new data  Reuse existing data | Geopunt | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | tiff | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 1GB | | Garden Map Flanders | Map of private gardens located in Flanders | Generate new data  Reuse existing data | Geopunt | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | shapefile | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 2GB | | Landuse Map Flanders | Map of land use for Flanders (10m) for 2019 | Generate new data  Reuse existing data | Geopunt | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | shapefile | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 1GB | | Streetview images | Streetview panoramas from residential coordinates of WP1 | Generate new data  Reuse existing data | Google Earth | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | jpg | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 50GB | | Accessible green map | OpenStreetMap query of accessible green spaces in Flanders | Generate new data  Reuse existing data | Extracted from OpenStreetMaps | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | shapefile | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 500MB |   Input data will be processed using Python, R, and QGIS.   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | *Output data* | | | | | *Only for digital data* | *Only for digital data* | *Only for digital data* | | **Dataset Name** | **Description** | **New or Reused** | **Origin of Data** | **Digital or Physical** | **Digital Data Type** | **Digital Data Format** | **Digital Data Volume (MB, GB, TB)** | | Tree detection model | Deep learning computer vision model trained on manually labelled streetview images | Generate new data  Reuse existing data | Google streetview images and Ultralytics in python | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | pt | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: <5MB | | Green exposures per residential location | Spatial explicit green indicators calculated within buffers around each residential location from WP1 | Generate new data  Reuse existing data | Output from green exposure data processing | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | shapefile, csv | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 50MB |   **WP3 – Quantifying influence of green exposure on selected health outcomes and evaluating improved methodology**   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | *Input data* | | | | | *Only for digital data* | *Only for digital data* | *Only for digital data* | | **Dataset Name** | **Description** | **New or Reused** | **Origin of Data** | **Digital or Physical** | **Digital Data Type** | **Digital Data Format** | **Digital Data Volume (MB, GB, TB)** | | HIS2018 data | Health data from WP1 | Generate new data  Reuse existing data | Output from WP1 | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | csv | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 30MB | | Green exposure data | Spatial explicit green exposure from WP2 | Generate new data  Reuse existing data | Output from WP2 | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | shapefile, csv | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 50MB | | Flemish statistical sector data | Spatial explicit information for statistical sector (census tract) delineation | Generate new data  Reuse existing data | Statbel | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | shapefile, xlsx | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 200MB |   Input data will be processed using generalized linear mixed-effects models in R.   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | *Output data* | | | | | *Only for digital data* | *Only for digital data* | *Only for digital data* | | **Dataset Name** | **Description** | **New or Reused** | **Origin of Data** | **Digital or Physical** | **Digital Data Type** | **Digital Data Format** | **Digital Data Volume (MB, GB, TB)** | | Health and green associations | Relationships between health outcomes and green exposures | Generate new data  Reuse existing data | Output from statistical models | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | csv | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 50MB |   **WP4 – Providing recommendations for urban green policy**   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | *Input data* | | | | | *Only for digital data* | *Only for digital data* | *Only for digital data* | | **Dataset Name** | **Description** | **New or Reused** | **Origin of Data** | **Digital or Physical** | **Digital Data Type** | **Digital Data Format** | **Digital Data Volume (MB, GB, TB)** | | Land use change scenarios | 3 urban sprawl and land use change scenarios for Belgium | Generate new data  Reuse existing data | Flemish Institute for Technological Research (VITO) | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | tiff | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 1GB |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | *Output data* | | | | | *Only for digital data* | *Only for digital data* | *Only for digital data* | | **Dataset Name** | **Description** | **New or Reused** | **Origin of Data** | **Digital or Physical** | **Digital Data Type** | **Digital Data Format** | **Digital Data Volume (MB, GB, TB)** | | Future impact maps | Maps created to model effects of urbanization on green space and health | Generate new data  Reuse existing data | Application of land use change scenarios on results of WP3 | Digital  Physical | Audiovisual  Images  Sound  Numerical  Textual  Model  Software  Other: | shapefile or tiff | < 1 GB  < 100 GB  < 1 TB  < 5 TB  > 5 TB  NA  Estimated: 30MB | | |
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| 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. | HIS data: https://www.sciensano.be/en/projects/health-interview-survey  Green Map: https://www.vlaanderen.be/datavindplaats/catalogus/groenkaart-vlaanderen-2018  Garden Map: https://omgeving.vlaanderen.be/nl/tuinmonitor-garmon  Landuse Map Flanders: https://www.vlaanderen.be/datavindplaats/catalogus/landgebruik-vlaanderen-toestand-2019  Flemish Statistical Sector data: https://statbel.fgov.be/en/open-data/population-statistical-sector-11  Land Use Change Scenarios: https://doi.org/10.1016/j.landusepol.2021.105902 |
| 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. | Yes, human subject data; SMEC: G-2022-5437-R2(MIN)  Yes, animal data; provide ECD reference number:  Yes, dual use; provide approval number:  No  Additional information:  Anonymous human health outcome data from Sciensano’s Health Interview Survey (HIS) 2018 will be used under agreement with Sciensano and SMEC PRET: G-2022-5437-R2(MIN). |
| Will you process personaldata*[[3]](#footnote-3)*? 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). | Yes  No  Additional information:  Human health data provided by Sciensano will be used following previously stated agreements and PRET: G-2022-5437-R2(MIN) |
| 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:  A formal agreement with Sciensano allows the use of the requested HIS2018 data with proper confidentiality and storage protocols for the intended project. A data linkage procedure is in place for linking KU Leuven green exposure data with Sciensano non-anonymous HIS data. Results of the project shall be reported in a way that the HIS data is properly anonymized with correct citation of the dataset as well as approval of manuscripts before submission for publishing. |
| 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:  The HIS2018 dataset may be used within our research though Sciensano remains the provider and owner of the dataset. |

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| 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).  [*RDM guidance on documentation and metadata*](https://www.kuleuven.be/rdm/en/guidance/documentation-metadata)*.* | Per work package, all input, output data, and scripts will be collected. Specific folders will be created to contain (1) input data, (2) processing files, and (3) output data. Included in the Input Data folder will be a text file with a clear description of what the data within the folder represent, including the type, format, source of each dataset, and dates acquired. Any scripts or intermediate data used to generate output data will be kept in the Processing folder with a corresponding text file describing applied tools and methodology used to process the data, as well as explanations of the file names. The Output data folder will house all final processing outputs to be used in further work packages and will also have a text file describing each output data as well as how they were generated. |
| 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 no, please specify (where appropriate per dataset or data type) which metadata will be created:  For all input data, a text file will be made as described previously (above).  For R scripts, RMarkdown will be used to maintain metadata within the script including the date the script was made, developer of the script, a short explanation of the target of the script, necessary packages, necessary input data and explanation of the output, reference to data to which the script was applied and user rights and acknowledgements. A single text file will combine metadata from all R scripts for easier reference.  For Python scripts, markdown fields will be used to maintain metadata within the script, with information similar to the R scripts.  For generated results, a text file will be made containing the date that the results were obtained, the coordinates and/or study area, the author of the data, a short description of the results, a reference to the script used to generate the results (if available), the file format, and the user rights and acknowledgements. See output data described previously (above). |

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| 1. **Data Storage & Back-up during the Research Project** | |
| Where will the data be stored?  *Consult the*[*interactive KU Leuven storage guide*](https://icts.kuleuven.be/storagewijzer/en)*to find the most suitable storage solution for your data.* | Shared network drive (J-drive)  Personal network drive (I-drive)  OneDrive (KU Leuven)  Sharepoint online  Sharepoint on-premis  Large Volume Storage  Digital Vault  Other: |
| How will the data be backed up?  *What storage and backup procedures will be in place to prevent data loss?* | Standard back-up provided by KU Leuven ICTS for my storage solution  Personal back-ups I make (specify)  Other (specify)  Large unprocessed data will be stored on an external hard-drive. Original versions of data needing privacy requirements will be stored on the KU Leuven OneDrive and Personal network drive (I-drive) only accessible by the main researcher. Scripts and processed data will be stored on OneDrive. A back-up of the processed data stored on OneDrive will be made monthly on an external hard drive. |
| 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  Enough cloud storage is available on the server of the Division Forest, Nature and Landscape in KU Leuven’s secure OneDrive. An external hard drive of 5TB is also available for this project. |
| 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.*  [*Guidance on security for research data*](https://icts.kuleuven.be/storagewijzer/en) | The data will be stored on OneDrive, which is a secure, enterprise cloud storage service equipped with multifactor authentication from the KU Leuven (KU Leuven Authenticator). |
| What are the expected costs for data storage and backup during the research project? How will these costs be covered? | The data storage volumes for cloud storage provided by the Department will suffice. Additional offline backups will be done on external hard drives (estimated cost €200 for 5TB). |

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| **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...).  [*Guidance on data preservation*](https://icts.kuleuven.be/storagewijzer/en) | ​​ All data will be preserved for 10 years according to KU Leuven RDM policy  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  Certain data cannot be kept for 10 years (explain)  The data provided by Sciensano will not be retained after the end of the project as we only have the right to use it and not share it. All other data created during this project will be retained for the expected 10 year period. |
| Where will these data be archived (stored and curated for the long-term)?  [*Dedicated data repositories*](https://www.kuleuven.be/rdm/en/policy)*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*[*interactive KU Leuven storage guide*](https://www.kuleuven.be/rdm/en/guidance/data-sharing)*.* | KU Leuven RDR  Large Volume Storage (longterm for large volumes)  Shared network drive (J-drive)  Other (specifiy): |
| What are the expected costs for data preservation during the expected retention period? How will these costs be covered? | The unprocessed input data will not be preserved during the retention period. Therefore, the size of the data is expected to be less than 100GB. The data will be stored on the university’s central servers. The expected cost for preserving this data is €13 per year. This cost will be covered by the working budget of Ben Somers, the main promotor. |

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| **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, as open data  Yes, as embargoed data (temporary restriction)  Yes, as restricted data (upon approval, or institutional access only)  No (closed access)  Other, please specify:  All created output on environmental exposure will be made available, including documented scripts and simulated output required to generate this data. Outputs of environmental exposure and health data can be shared only when no data allows to identify individuals of households of HIS data. |
| If access is restricted, please specify who will be able to access the data and under what conditions. |  |
| 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: All health outcome data from the HIS2018 is property of Sciensano. We have the right to use these data with the explicit agreement that these are not to be shared beyond the project collaborators. Outputs of environmental exposure and health data can be shared only when no data allows to identify individuals of households of HIS data. |
| Where will the data be made available?  If already known, please provide a repository per dataset or data type. | KU Leuven RDR  Other data repository (specify)  Other (specify) |
| When will the data be made available? | Upon publication of research results  Specific date (specify)  Other (specify) |
| 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.*  *Check the*[*RDR guidance on licences*](https://www.kuleuven.be/rdm/en/rdr/licenses)*for data and software sources code or consult the*[*License selector tool*](https://ufal.github.io/public-license-selector/)*to help you choose.* | CC-BY 4.0 (data)  Data Transfer Agreement (restricted data)  MIT licence (code)  GNU GPL-3.0 (code)  Other (specify) |
| 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, a PID will be added upon deposit in a data repository  My dataset already has a PID  No |
| What are the expected costs for data sharing? How will these costs be covered? | There are no expected costs related to data sharing. |

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| **7. Responsibilities** | |
| Who will manage data documentation and metadata during the research project? | The PhD researcher will be responsible for data documentation and metadata. |
| Who will manage data storage and backup during the research project? | The PhD researcher will be responsible for data storage and backup during the project. |
| Who will manage data preservation and sharing? | The PhD researcher will be responsible for compiling a folder with all data and corresponding metadata that needs to be preserved. Our division’s data storage team will be responsible for storing the data thereafter, with the supervision of the promoters. |
| Who will update and implement this DMP? | The promoters bear the end responsibility of updating and implementing this DMP. |

1. “Project number” refers to the institutional project number. This question is optional. 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. See Glossary Flemish Standard Data Management Plan [↑](#footnote-ref-3)