



Data Management Plan – V1

Deliverable D7.1

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DELIVERABLE INFORMATION

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¹ PU= Public, SEN= Sensitive.



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ACRONYMS & ABBREVIATIONS

CO	Project Coordinator
EC	European Commission
EU	European Union
DMP	Data Management Plan
EOSC	European Open Science Cloud
FAIR	Findable, Accessible, Interoperable and Re-usable
WP	Work Package
Project partners	
Galway	NATIONAL UNIVERSITY OF IRELAND GALWAY
TU Delft	TECHNISCHE UNIVERSITEIT DELFT
TEAGASC	TEAGASC - AGRICULTURE AND FOOD DEVELOPMENT AUTHORITY
UNICAL	UNIVERSITA DELLA CALABRIA
LWL	LONGFORD WOMEN S LINK CLG
UTU	TURUN YLIOPISTO
UL	UNIVERZA V LJUBLJANI
CE	CONSULTA EUROPA PROJECTS AND INNOVATION SL
HNEE	HOCHSCHULE FUR NACHHALTIGE ENTWICKLUNG EBERSWALDE
ELARD	ASSOCIATION EUROPEENNE LEADER POUR LE DEVELOPPEMENT RURAL
UOULU	OULUN YLIOPISTO
ECOLISE	RESEAU EUROPEEN POUR DES INITIATIVES COMMUNAUTAIRES SUR LES CHANGEMENTS CLIMATIQUES ET LE DEVELOPPEMENT DURABLE
MENDELU	MENDELOVA UNIVERZITA V BRNE
LNU	LINNEUNIVERSITETET
HLK	HOGSKOLAN FOR LARANDE OCH KOMMUNIKATION I JONKOPING - HLK SCHOOL OF EDUCATION AND COMMUNICATION



1 INTRODUCTION

Horizon Europe is the European Union's research and innovation framework program for the period of 2021-2027, which aims to support research and innovation activities across various scientific disciplines. Data Management Plans have a central role in upholding the highest standards and integrity throughout the research lifecycle.

1.1 PROJECT ABSTRACT

Key contemporary trends, such as climate change, gender inequalities and the COVID-19 pandemic, bring new challenges to European rural areas. Change also brings opportunities to foster more resilient, inclusive and sustainable rural regions, such as those created by the digital and ecological transitions. However, there is a need for all individuals and communities to participate in rural innovation. Traditionally, however, rural women's employment opportunities and contribution to innovation has been overshadowed, and often suppressed, by for example a patriarchal ethos. The FLIARA (Female-led Innovation in Agriculture and Rural Areas) project aims to create a European-wide ecosystem, which supports women-led innovative practices in farming and rural areas. This includes different types of rural women, inclusive of age, class, culture, race, and ethnicity who are leading or attempting to engage in rural and farming innovations. The core objective of FLIARA is to ensure that women are embedded in, and supported by, a more effective innovation ecosystem which: spotlights their achievements; provides them with a source of inspiration and knowledge; networks them with key actors engaged in innovation; heightens their visibility within national and international institutional decision-making contexts; increases capacity and improves skills to empower them to continue leading or start leading innovative practices in farming and rural areas. The project will increase understanding of the needs and challenges facing women leading innovative environmental and rural development practices in EU farming and rural areas. In doing this, the project will heighten visibility and awareness of current female-led innovations, and their centrality and importance to achieving EU environmental and inclusion policies. It will create a Community of Practice supporting innovative ecosystems and smart solutions endorsing and encouraging future female innovations and entrepreneurship, until such practice becomes more the norm than the exception.

1.2 PURPOSE OF THE DOCUMENT

In Horizon Europe, Data Managements Plans (DMP) have become mandatory and provide documentary evidence of the steps that have been taken to ensure the long - term safety of research outputs. The Horizon Europe Model Grant Agreement requires that a data management plan is established and regularly updated. This document has been informed by the Horizon Europe Data Management Plan template. In completing the sections of the template, the requirements for research data management of Horizon Europe as described in article 17 and analysed in the Annotated Grant Agreement, article 17, has been addressed. This report addresses the way research data are generated,



collected, managed, stored and made available within the FLIARA project, and how it will be shared upon completion of the research project.

Data Management Plans (DMPs) are a key element of good data management. A DMP describes the data management life cycle for the data to be collected, processed and/or generated by a Horizon Europe project. As part of making research data findable, accessible, interoperable and re-usable (FAIR), a DMP should include information on:

- The handling of research data during & after the end of the project
- What data will be collected, processed and/or generated
- Which methodology & standards will be applied
- Whether data will be shared/made open access
- Under what license the data will be made available
- How data will be curated & preserved (including after the end of the project).

The management of the data produced during the project will ensure open access, as stipulated in Article 29.3 of the Grant Agreement, taking also in consideration the “as open as possible, as closed as necessary” principle, to ensure that the project results can be further commercially exploited.

2 DATA SUMMARY

Research data is diverse in format and can be collected using a wide variety of methodologies. In general, it can be described as information generated, collected or observed during a research project. It is evidence used to support research conclusions and will go on to form part of the scholarly record.

Survey and interview text data of a qualitative nature will be the dominant data type collected by FLIARA. Survey data will be collected as part of WP2 and case studies in WP3 will generate text data based on 200 in-depth interviews. A number of workshops (WP2, WP4, and WP5) will also generate text data in the form of transcripts and/or written notes. This text data will take the form of interview transcripts and/or written notes. Recordings of interviews or workshops may be stored as .MP3 files, for example. This data may contain personal data and accessibility will be managed in accordance with this fact and in line with the informed consent given by participants. Video and audio data (10 podcasts and 10 video blogs) will be generated as part of WP4 and WP6 and will be accessible through the project website. Data from public databases (e.g. Eurostat) and existing publications (e.g. peer reviewed academic papers, policy documents, reports) will be used throughout the project as relevant (e.g. concept, literature and policy reviews in WP1, desk-based reviews for case studies in WP3) in accordance with the intellectual property rights governing this data and referenced in reports following a standard referencing method. Tables 1-7 outline the data types involved in each work package.

Table Key:  Text in Yellow box is new data that will be generated by the FLIARA Project.



2.1 DATA SUMMARY PER WORK PACKAGE

Table 1: Work Package 1 Data Summary

WORK PACKAGE 1						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
1.1	Secondary data	Construct conceptual framework for the FLIARA project. Glossary of terms and definitions.	Possible types: TXT; PDF; DOC	3-5MB	Open access	Published as a Deliverable (D1.1) in the form of a report on the FLIARA website and also available on CORDIS*
1.2	Secondary data	Review of existing knowledge on women-led innovation in farming and rural areas, including appendix on previous European projects	Possible types: TXT; PDF; DOC	3-5MB	Open access	Published as a Deliverable (D1.2) in the form of a report on the FLIARA website and also available on CORDIS



WORK PACKAGE 1						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
1.3	Secondary data	Initial guidelines for case study assessment and selection	Possible types: TXT; PDF; DOC	3-5MB	Open access	Published as a Deliverable (D1.4) in the form of a report on the FLIARA website and also available on CORDIS
1.4	Secondary data	Assessment of rural and farming policy and legal frameworks in relation to women-led innovation	Possible types: TXT; PDF; DOC	3-5MB	Open access	Published as a Deliverable (D1.3) in the form of a report on the FLIARA website and also available on CORDIS
1.4	Secondary data	Initial Guidelines for policy benchmarking	Possible types: TXT; PDF; DOC	3-5MB	Open access	Published as a Deliverable (D1.5) in the form of a report on the FLIARA website and also available on CORDIS

*CORDIS: European Commission's primary public repository for information on all EU-funded research projects and their outcomes.



Table 2: Work Package 2 Data Summary

WORK PACKAGE 2						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
2.1	New data: workshop and interview data	Identify sustainability innovations for 9 regions	Possible types: MP3; WAV; DOC.	90 visions	This is available to researchers on the project and for verification by project auditors. This data will not be shared for reuse as it may contain personal data	
2.1	Processed Workshop and interview data	Identify sustainability innovations for 9 regions	Excel file	90 visions	Open access	Published as annexes of the report (D2.2) on the FLIARA website and also available on CORDIS
2.1	Secondary data	Research Guidelines for Foresight and Trend Analysis	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable in the form of a report (D2.1) on the FLIARA website and also available on CORDIS



WORK PACKAGE 2						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
2.1	Interview, workshop data and secondary data	Report detailing visions manifesting sustainable farm and rural futures in nine regional contexts	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable in the form of a report (D2.2) on the FLIARA website and also available on CORDIS
2.2	New Data: Workshop and interview data	Identify sustainability innovations for 9 regions	Possible types: MP3; WAV; DOC;	540-720 innovations	This is available to researchers on the project and for verification by project auditors. This data will not be shared for reuse as it may contain personal data	
2.2	Processed Workshop and interview data	Identify sustainability innovations for 9 regions	Excel file	540-720 innovations	Open	Published as annex (D2.3) of the report on the FLIARA website and also available on CORDIS



WORK PACKAGE 2						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
2.2	Workshop, interview data and secondary data	Report detailing sustainability innovations needed to realise the visions in each context	Possible types: TXT; PDF; DOC	3-5 MB	Open	Published as Deliverable in the form of a report (D2.3) on the FLIARA website and also available on CORDIS
2.3	New Data: Workshop and interview data	Assess the potential for women's contribution to sustainability innovations	Possible types: MP3; WAV; DOC;	60-80 assessments	This is available to researchers on the project and for verification by project auditors. This data will not be shared for reuse as it may contain personal data	
2.3	Workshop and interview data	Assess the potential for women's contribution to sustainability innovations	Possible types: TXT; PDF; DOC	60-80 assessments	Open	Published as annexes of the report (D2.4) on the FLIARA website and also available on CORDIS



WORK PACKAGE 2						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
2.3	Evidence from T2.1, T2.2, T2.3 and secondary data	To report the specification of women's contribution to the sustainability innovations in each context.	Possible types: TXT; PDF; DOC	3-5 MB	Open	Published as Deliverable in the form of a report (D2.4) on the FLIARA website and also available on CORDIS

Table 3: Work Package 3 Data Summary

WORK PACKAGE 3						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
3.1	Secondary data	Research guidelines and thematic selection	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D3.1) in the form of a report on the FLIARA website and also available on CORDIS



WORK PACKAGE 3						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
3.1	Secondary data involving a scoping review of female-led innovation providing an inventory of innovations to support case study selection	Inventory of female-led innovations	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D3.2) in the form of a report on the FLIARA website and also available on CORDIS
3.2	New Data: Interviews	Gather new data to identify barriers and opportunities; drivers and enablers	Possible types: MP3; DOC	200 interviews	This is available to researchers on the project and for verification by project auditors. This data will not be shared for reuse as it may contain personal data	
3.2	Interview data	Lessons learned on women led innovations in agriculture and rural areas	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D3.3) in the form of a report on the FLIARA website and also available on CORDIS



WORK PACKAGE 3						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
3.3	Interview data	Fact sheets on female innovations	Possible types: TXT; PDF; DOC	200 fact sheets 3-5MB	Open	Published as a Deliverable D3.3 on the FLIARA website and also available on CORDIS
3.4	Knowledge from Task 3.3	Comparative analysis report reflecting insights by macro-region and the European level	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D3.4) in the form of a report on the FLIARA website and also available on CORDIS
3.4	Knowledge from T3.2 and T3.3	Create 10 Practice abstracts based on the outcomes of the 20 case studies (T3.3) and the comparative analysis of case studies (T3.4).	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D3.5) in the form of a report on the FLIARA website and also available on CORDIS



Table 4: Work package 4 Data Summary

WORK PACKAGE 4						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
4.1	Secondary data	Strategic Action Plan for delivering the four Community of Practice Networking events	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D4.1) in the form of a report Available on CORDIS
4.2	Community of practice	Networking event to share knowledge	Possible types: MP3; DOC		This is available to researchers on the project and for verification by project auditors. This data will not be shared for reuse as it may contain personal data	
4.2	Community of Practice Workshops	Collection of knowledge from the outcomes of the Four Community of Practice Networking events	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D4.2) in the form of a report on the FLIARA website and also available on CORDIS



WORK PACKAGE 4						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
4.3	Focus groups and workshops	Gather new data to assess findings and garner feedback	Possible types: MP3; DOC		This is available to researchers on the project and for verification by project auditors. This data will not be shared for reuse as it may contain personal data	
4.3	Focus groups and workshops	Policy Design and Benchmarking	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D4.3) in the form of a report on the FLIARA website and also available on CORDIS
4.4	Evidence from WP1, WP2, WP3, WP4 and WP6	FLIARA Toolkit. Fact Sheets, Podcasts, Video Blogs and a Gender Specific Guide to Innovation	Possible types: Multiple- DOC; MP3; MP4; PDF	3-5MB	Open	Published as a Deliverable (D4.4) in the form of a report on the FLIARA website and also available on CORDIS



WORK PACKAGE 4						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
4.5	Evidence from WP 1, 2, 3, 4	Gender specific Guide to Female Led Innovation in Farming and Rural areas drawing together good practice and key lessons learned relating to drivers, obstacles, enablers and pathways for female-led rural innovation	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D4.5) in the form of a report on the FLIARA website and also available on CORDIS



Table 5: Work Package 5 Data Summary

WORK PACKAGE 5						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
5.1/5.2	Evidence from WP 1, 2, 3, 4	Policy Booklet and Policy Brief	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D5.1), in the form of a Policy Booklet on the FLIARA website and also available on CORDIS
5.1	Evidence from WP 1, 3, 4	Inform Gender Bench Marking.	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D5.3), in the form of a report on the FLIARA website and also available on CORDIS



WORK PACKAGE 5						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
5.3	New Data: Focus groups	To discuss findings and garner feedback	Possible types: MP3; MP4; DOC		This is available to researchers on the project and for verification by project auditors. This data will not be shared for reuse as it may contain personal data	
5.3	Processed focus group transcripts and material from within the project	To outline the process and outcomes of participatory scenario development and testing, and include the finalised scenario text	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D5.2), in the form of a report on the FLIARA website and also available on CORDIS



WORK PACKAGE 5						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
5.4	New data: Policy Workshop	To discuss findings and garner feedback	Possible types: MP3; MP4; DOC	5MB	This is available to researchers on the project and for verification by project auditors. This data will not be shared for reuse as it may contain personal data	
5.4	Processed policy workshop transcripts and material from within the project	Report on policy workshop with policy makers at EU and other governance levels.	Possible types: TXT; PDF; DOC	3-5MB		Published as a Deliverable (D5.4), in the form of a report on the FLIARA website and also available on CORDIS



Table 6: Work Package 6 Data Summary

WORK PACKAGE 6						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
6.1	Secondary Data	To guide activities for WP6	Possible types: TXT; PDF; DOC	5MB	Open	Published as a Deliverable (D6.1) in the form of a report on the FLIARA website and also available on CORDIS
6.1	Evidence from D6.1	To guide activities for WP6	Possible types: TXT; PDF; DOC	5MB	Open	Published as a Deliverable (D6.2) in the form of a report on the FLIARA website and also available on CORDIS
6.1	Evidence from D6.1, D6.2	To guide activities for WP6	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable (D6.3) in the form of a report on the FLIARA website and also available on CORDIS



WORK PACKAGE 6						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
6.1	Project content	Develop a Project website	HTML	5MB	Open	Published as a Deliverable (D6.4) Available on CORDIS
6.4	Female Innovators	10 podcasts	Possible types: MP3; MP4	50-100MB	Open	On FLIARA website and social media
6.4	Female Innovators	10 video Blogs	Possible types:MP3; MP4	50-100MB	Open	On FLIARA website and social media

Table 7: Work Package 7 Data Summary

WORK PACKAGE 7						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
7.1	From the project and secondary sources	Data Management Plan V1	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable, D7.1 on the FLIARA website and also available on CORDIS



WORK PACKAGE 7						
Task	Type of data	Purpose of data	Format of data	Expected size of data	Accessibility of data	Availability of data
7.3	From D7.1 and material from the Project	Data Management Plan V2	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable, D7.2 on the FLIARA website and also available on CORDIS
7.3	From D7.1. D7.2 and material from the Project	Data Management Plan Final	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable, D7.3 on the FLIARA website and also available on CORDIS
7.1	Evidence from knowledge across the other WPs	4 Practice Abstracts	Possible types: TXT; PDF; DOC	3-5MB	Open	Published as a Deliverable, (D7.4) on the FLIARA website and also available on CORDIS
7.5	Research ethics approval and monitoring	Ethics Approval	Possible types: TXT; PDF; DOC	3-5MB	Sensitive	Sensitive Data D8.1 H - POPD - Requirement No. 1. Sets out the 'ethics requirements' that the project must comply with.



This data will be securely stored in the partner organisations own trusted data repositories (password protected and encrypted) by the partner responsible for collecting the data. However, where facilities are not available in partner organisations, partners will cooperate in their regional groupings to ensure these requirements are met. All publications (e.g. deliverables, peer-reviewed papers) emerging from FLIARA will be open access. The Co-Ordinator will oversee this process.

3 FAIR DATA

FAIR stands for findable, accessible, interoperable and reusable. These principles are intended as guidelines for best practice in the management and stewardship of research data with a focus on facilitating sharing and reuse of valuable research outputs.

3.1 MAKING DATA FINDABLE, INCLUDING THE PROVISION OF METADATA

Data discovery, re-use and reproducibility is dependent on high quality documentation and metadata. Collecting supporting documentation or metadata during active research is what allows FAIRification and data sharing further down the line. Research outputs from FLIARA will adhere to the FAIR principles through the following process.

Data from workshops, interviews and focus groups will be recorded (video e.g. MP3, .wav), and transcribed (text e.g. Word) and analysed using software such as SPSS and or NVIVO. This data will only be shared within the research team and available to auditors for verification. However, a metadata record for the data will be published in the Zenodo repository, making it discoverable in a searchable resource online. Though the data is not available publicly this will enable others to discover and learn about the dataset. Zenodo will assign a persistent identifier (DOI) to the dataset. The dataset record in Zenodo will include the following metadata where applicable:

- Author/Principal Investigator/Data Creator
- Publication date/Release Date
- Title of Data Source
- Version/Edition Number
- Format of the Data
- Publisher, Resource type
- Persistent Identifier e.g. DOI
- Publication Place

Zenodo is a general purpose open repository developed under the European OpenAIRE programme and operated by CERN, allowing paper, reports research software, etc. to be deposited for public access.

All of the aforementioned new data (including transcripts of interviews, which will not be provided openly) will be retained for at least seven years (4 years post Project as defined



in the Joint Controller Agreement) on the servers of the project partner responsible for gathering this new data (this data is often in the local language of that partner; and it is better not to transfer unnecessary personal data between partners) for the purposes of validation. Each partner will ensure that there will be people curating the new data during this period. The servers for storing the new data will have necessary security mechanisms, such as password protections, restricted access only to the project partner.

Datasets will be accompanied by rich metadata (adhering to Dublin Core) to ensure they are findable. In addition, to further aid their discoverability, keywords describing the datasets will be added. Every dataset will be also assigned a Digital Object Identifier (DOI), to make them citable and persistently available. In addition, FLIARA will adhere to the Data Documentation Initiative standard for disciplinary-specific, rich description of all the data files created when applicable.

All data files will be named using a specified naming convention. The specific details have been outlined in the FLIARA Project Management Handbook. The following elements will be used in the file name:

- Date: YYYYMMDD
- Descriptive file name
- Initials of the person who last modified the file

Data, which can be made openly accessible, will be submitted to the repository within 6 months after the approval of the deliverable they have contributed to.

3.2 MAKING DATA ACCESSIBLE

FLIARA data will be deposited in compliance with HE rules on open access, in a trusted repository, and under open licenses. FLIARA will systematically adhere to the Open Science practices and principles set out in Article 17 of the HORIZON Europe Model Grant Agreement (MGA) and its Annex 5, throughout the entirety of the project, from inception to completion. It will do so by sharing anonymised scientific data and knowledge arising from the project with all relevant knowledge actors, in a transparent and non-discriminatory manner. This will be made as open as possible and activated as early as possible during the research process. All Deliverables, once reviewed and accepted by the Commission will be available on the FLIARA website and other available open-access repositories.

Access to new data (including transcripts of interviews) for the validation of the results will be possible under strict access conditions. The responsible project partners will ensure access upon request is solely for this purpose and in line with ethic requirements.

FLIARA data, which can be made openly accessible, will be submitted to a repository within 6 months after the approval of the deliverable they have contributed to and will be deposited in compliance with HE rules on open access, in a trusted repository (e.g.



Zenodo, a multi-disciplinary repository funded by the EU which supports harvesting of content via the OAI-PMH protocol) and under open licenses e.g. Creative Commons licence 'CC-BY'. All European Commission project outputs such as project factsheets, participants, reports, deliverables and links to open-access publications will be uploaded to CORDIS. Additionally, each partner has the opportunity to use their respective institutions repository (e.g. University of Galway Research Repository, formerly ARAN).

FLIARA aims to explore the option of creating a Zenodo Community within Zenodo. Such a community is a collection of documents on Zenodo and has a certain topic which they all belong to. Every user can set up a community and, as its curator, is then able to accept or reject documents other users want to include in it.

FLIARA will utilise the globally accessible communication channel with the European Open Science Cloud (EOSC) portal to store, curate and share FLIARA's scientific data and results under well-defined and trusted conditions. This makes such openness to knowledge sources and knowledge actors across disciplines and countries possible. Furthermore, this project will participate in an open peer-review process for all publications derived from the research. 15 scientific publications are outlined in the Grant Agreement. For peer reviewed publications, immediate open access through a trusted repository will be ensured, whether the publication is free of charge or not. Publications will subsequently be published in Open Research Europe and/or open access peer-reviewed scientific journals, with content licensed for re-use. Specifically, on or before the date of publication, the Author Accepted Manuscript (AAM) or final versions of all FLIARA publications will be placed in suitable, trusted repositories. Selecting the right data repository ensures the long-term preservation and availability of your research data/outputs. It also allows you to leverage the infrastructure of the repository to FAIRify your data.

The availability of project outputs as Open Access through such collaborative, dissemination platforms will further improve the accessibility to, and the reusability of, research outputs from this project. It will also ensure greater citation counts for academic publications and reports in the long term.

3.3 MAKING DATA INTEROPERABLE

FLIARA will utilise open and or standardised file formats, standards (e.g. Data Documentation Initiative) and controlled vocabularies to maximise interoperability where applicable.



3.4 INCREASE DATA REUSE

An important strategy for demonstrating research transparency is to create comprehensive documentation that captures important details of the research process so that others are able to follow it to reproduce published research results.

Data consists of generally accepted formats. Most of the data will be qualitative and may be analysed with SPSS or NVIVO program. The data formats for SPSS-data are sav-format and for video and audio recordings .mp4 and .mp3 format. Transcripts and content coding is expected to be in .docx format. When generated, quantitative data can be processed and analysed by using SPSS and excel statistical programs. All other materials, such as questionnaires can be saved as, for example, .pdf-files, DOC, TXT. Used software and formats are based on open standards to enable data reuse, interoperability and sharing. More detail will be provided on this in the FLIARA Data Management Plan V2.

README.txt files will be used to store structural (naming conventions and purpose of folders and files) and administrative (e.g., when the files and folders were created, file types and other technical information, and who can access it) metadata. The datasets that will be included in the repository, will be licensed under a CC-BY licence, which requires attribution/credit for the original creation, while at the same time ensures broadest possible re-use. Datasets, which can be made openly accessible, will be made publicly available within 6 months of European Commission's approval of the deliverable that is based on the dataset, allowing the necessary time to publish.

Zenodo (where the datasets will be deposited) ensures data quality and curation (manual curation at the time of deposition, and automated curation and checks for data integrity after the deposit). Metadata will be provided. Material submitted to Zenodo will be held in line with their retention period, which currently relates to the lifetime of the host laboratory CERN, which currently has an experimental programme defined for the next 20 years at least.

4 OTHER RESEARCH ELEMENTS

The FAIR principles require a DMP to consider all aspects of data management during and after the life of the project. Reusability and exploitation of results are central tenets of Horizon Europe projects.

4.1 OTHER RESEARCH OUTPUTS

A fundamental purpose of the FLIARA project is the creation of a freely available and easily accessible resources on the project's website aimed at stimulation and assisting women-led innovation in agriculture and rural areas. As per Tables 1-7 above FLIARA will produce outputs outside of Data files. Video and audio data (10 podcasts and 10 video blogs) will be generated as part of WP4 and WP6. These will be published on the



FLIARA website, fliara.eu, and on the FLIARA social media platforms. Policies and regulations safeguarding the use of this content is via consent forms which have been approved through institutions ethical approval and further regulations for use on the channels of communication and dissemination are documented in Deliverables D6.4 and D6.1. For example, the FLIARA website has already installed an SSL certificate. An SSL certificate provides a secure, encrypted connection between the website and its users, protecting against potential interception or tampering with sensitive data. By incorporating this certificate, users can trust that their data is being transmitted securely when they interact with the website. The website has also been designed with users' privacy in mind. It already includes a privacy policy, which outlines the type of personal information that may be collected, how it is used, and how users can exercise their rights in relation to their data by accessing to <https://fliara.eu/privacy-policy/>. FLIARA's website is also compliant with the GDPR. To help users manage their cookie preferences, the website includes a plugin for cookies management. In addition to this FLIARA will adhere to ownership, access rights and IPR protection principles defined in the Grant Agreement (GA) and the Consortium Agreement (CA), following Horizon Europe principles. The Consortium Agreement (CA) sets out the rules for the use of foreground/ background knowledge and the rules for handling sensitive and confidential information. FLIARA will support potential IPR protection by assessing results, including their exploitation potential in the project's exploitation plan (D6.7) which will have no IPR encumbrances so that its future sustainability can be guaranteed. An IPR checklist will be implemented as part of the prior notice process for publications and dissemination activities, whereby publishing partners will be asked to confirm that there is nothing exploitable in their publication.

Regarding post-project sustainability of end user materials produced by the project, there will also be no IPR barriers to continued use of this content at the end of this project. We expect the website and associated material to be taken over by the EC upon completion or by a follow-on project supporting women-led innovation in farming and rural areas on their behalf. The EU FarmBook project for example provides a potential avenue for this.

4.2 ALLOCATION OF RESOURCES

The costs of archiving the data will be borne by the project partner responsible for keeping the data. The costs of data management are part of the project costs of the Horizon Europe project and data management is part of the regular management structure of the project. It is expected that these costs will be low, as the project does not need large data storage capacity. It is an integrated part of the activities of this project. The technical coordination of this project is also responsible for the technical coordination of data management. In practice, task leaders and WP leaders will be responsible for data management with the tasks they execute and manage.



4.3 DATA SECURITY

University of Galway (as the Coordinator) is primarily responsible for the managing of project documents. FLIARA consortium uses MS Teams as a collaborative and storage space. It provides robust managed storage with automatic backup services. It is only accessible via login, hence access and editing rights can be managed thus providing data security. File and folder naming conventions have been established.

Documentation relating to the FLIARA project will be securely stored on the Sharepoint server for up to 4 years after the completion of the project. It enforces team-wide and organisation-wide two-factor authentication, single sign-on through Active Directory, and encryption of data in transit and at rest. Files are stored in SharePoint and are backed by SharePoint encryption. It follows the same guidance and principles as the Microsoft Trust Centre. For more information <https://www.microsoft.com/en-ie/trust-center?rtc=1>. Data gathered during the project can also be securely stored in the partner organisations own trusted data repositories (password protected and encrypted) by the partner responsible for collecting the data. Research organisations, working with the research data, in the project have facilities to comply with requirements to storage, back-up procedures and access to research data. However, where facilities are not available in partner organisations, partners will cooperate in their regional groupings to ensure these requirements are met (as defined in the DoA). Interview data in WP2 and WP3 will be gathered in a local context. Interviewers will upload audio files (of interviews) and text files of transcriptions at least once per working day to a secure data server. If in a remote rural context of a specific case study no workable safe connection to the server is available, this upload can be postponed a few days until such a connection becomes available.

Only personnel working on the project have access to data files. Responsible for data access at each partner are the following persons:

PARTNER	PERSONNEL
Galway	Maura Farrell
TU Delft	Willem Korthals Altes
TEAGASC	Anne Kinsella
UNICAL	Silvia Sivini
LWL	Tara Farrell
UTU	Tuomas Kuhmonen
UL	Barbara Lampič
CE	Michelle Perello
HNEE	Susanne Von Muenchhausen
ELARD	Marion Eckardt
UOULU	Simo Sarkki
ECOLISE	Eamon O Hara; Anastasia Oprea
MENDELU	Milada Stastna
LNU	Annie Roos
HLK	Helene Ahl



To account for accidental loss of documents all partners will follow best practice which states that researchers should maintain three copies of their data, two on different media and one off-site. As the Coordinator, University of Galway, has the support of the Data Protection Officer at University of Galway to provide additional advice, as needed, on data management during the research project.

4.4 ETHICS

The consortium is committed to ensuring that all research adheres to the highest ethical standards. The consortium adheres to the principles laid down in;

- European Code of Conduct for Research Integrity
- The Charter of Fundamental Rights
- The Treaty on the Functioning of the European Union

All consortium members have received a copy of the European Code of Conduct for Research Integrity (ALLEA 2017). All FLIARA researchers will adhere to their own institutions' and national ethical guidelines, for example, the Coordinator University of Galway has two ethics committees each responsible for granting approval for research work depending on the nature of the proposed work. Its policies and procedures are available at [QA512-Research-Ethics-Committee.pdf](https://www.universityofgalway.ie/media/innovation/files/QA512-Research-Ethics-Committee.pdf) (<https://www.universityofgalway.ie/media/innovation/files/QA512-Research-Ethics-Committee.pdf>) which defines the essential principles of research integrity, responsibility and transparency.

FLIARA researchers are aware that they are accountable towards their employers, funders, as well as, on more ethical grounds, towards society as a whole. They will adhere to the principles of sound, transparent and efficient financial management and cooperate with any authorised audits of their research, whether undertaken by their employers/funders or by ethics committees. The consortium adheres to the principles laid down in the Charter of Fundamental Rights and the Treaty on the Functioning of the European Union that privacy and data protection are fundamental rights which need to be protected at all time. Data will be handled in accordance with Regulation (EU) 2016/679 (General Data Protection Regulation) of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data. The consortium will furthermore observe all relevant national legislations for the countries, all belonging to the EU, where data will be collected, processed, and stored.

The FLIARA project objectives and methodology result in human participants being involved in the research process. Minors under the age of 18 will not be involved. Data that could be affected by ethical issues will be gathered mainly in WPs 2, 3, 4 and 5. The FLIARA objectives and methodology in WP2 involves qualitative (focus groups) and quantitative (surveys) data gathering techniques. These methods will be used to conduct futures research envisioning the role of women in the innovations demanded for



sustainable farm and rural futures. This data collection is guided by its own specific research guidelines, Deliverable D2.1. In WP3, qualitative methods will take the form of research interviews to understand pathways and challenges facing women-led innovations in farming and rural areas. This research will have specific research guidelines, Deliverable D3.1. In WP4 and WP5 focus groups will be carried out in relation to gender benchmarking. Engagement in this research will involve reflecting and drawing on the participants professional activities (e.g. female innovators, representatives of local organisations, policymakers). Informed consent procedures and participant information sheets will ensure participants are clear about what their involvement entails. This research element should not result in personal and sensitive data emerging. However regardless in the data collection process personal and sensitive data may still emerge meaning that data must be treated confidentially. Therefore, during the process of data processing, each partner is responsible for anonymising the human participants as much as possible. If full anonymization is not possible in the context provided, pseudonymisation will be used. All the de-identification conditions and protection mechanism will be clarified in the consent form provided to all participants. Participants will be asked to sign consent forms in advance of their participation and provided with information related to the nature of the research. FLIARA commits to always be fully transparent with individuals about how they are using and safeguarding personal data, including by providing this information in easily accessible, concise, easy to understand and clear language. As per the Grant Agreement all partners, where relevant, will seek ethical approval from their respective institution/organisation. This will form part of Deliverable D8.1 with University of Galway being responsible for this Deliverable.

FLIARA will adhere to ownership, access rights and IPR protection principles defined in the Grant Agreement (GA) and the Consortium Agreement (CA), following Horizon Europe principles.

FLIARA researchers will at all times adopt safe working practices, in line with national legislation, including taking the necessary precautions for health and safety and for recovery from information technology disasters, e.g. by preparing proper back-up strategies. University of Galway as Coordinator will act as ethical issues ombudsman and can be contacted confidentially to discuss any issues which may arise.

4.5 OTHER

A Joint Controller Agreement was required under section 4.4 of the Consortium Agreement. This data sharing agreement was fully executed on the 20/06/2023.

5 CONCLUSION

This DMP is a living document that will be reviewed regularly as data management issues arise. A second DMP, Data Management Plan-V2 will be delivered in M18 and a final DMP will be delivered at the end of the FLIARA project.



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Female-Led Innovation in Agriculture and Rural Areas

