



Rijksdienst voor Ondernemend  
Nederland

# Costs of research data management

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# EC about data management costs in H2020

## **Work Programme 2016-17, General Introduction , par. 1.5:**

....

'The Open Research Data Pilot applies to the data needed to validate the results presented in scientific publications. Additionally, projects can chose to make other data available for open access and need to describe their approach in a Data Management Plan (DMP).'

....

'Participating projects will receive dedicated support. **In particular, any costs related to the implementation of the pilot will be reimbursed** and specific technical and professional support services will be provided.'



## Costs of research data management

- What are research datamanagement costs?
- Which costs are eligible for H2020 funding, which are not?
- Will questions be answered by ongoing Coordination and Support Actions on open access?
- In the Netherlands, institutions have done some research on RDM activities which generate the RDM costs
- 6 main categories of RDM activities have been identified



Utrecht University

3TU.Datacentrum



TU Delft  
Delft University of  
Technology



Maastricht University

MEMIC  
center for data and information management



# Six main categories of RDM activities

0. Preparing
1. Data collection
2. Data documentation
3. Data Storage & Back-up
4. Data Access & Security
5. Data Preservation & Archiving
6. Data Sharing & Reuse



## Preparing

- Making the DMP before you start creating data
- Taking decisions about managing your data
- Considering how you can process, analyse, preserve and share your data
- Generally in first 6 months of the project, but also in remaining duration



# 1. Data collection

- Acquiring External datasets
  - If using existing and commercial data
- Formatting and organizing
  - Uniform file format, file naming and organizing
- Transcription
  - Transcription necessary or already done during research
- Consent for data sharing
  - Consent by participants e.g. necessary in health/life sciences
- Data transfer
  - Measures for transfer from sites or mobile devices



## 2. Data Documentation

- Data description and Metadata
  - Labels, variables, description of context
- Documentation
  - About context and methodology



## 3. Data Storage & Back-up

- Data backup
  - Frequency
- Data storage
  - Storage space needed for the project
  - Data model and database for the data





## 4. Data Access & Security

- Data Access
  - Access by external people
- Data security
  - Availability of servers for safe storage
  - Protection from unauthorised access/use or disclosure



## 5. Data Preservation & Archiving

- File format
  - If data need to be converted to a standard or open format with long-term validity for long-term preservation

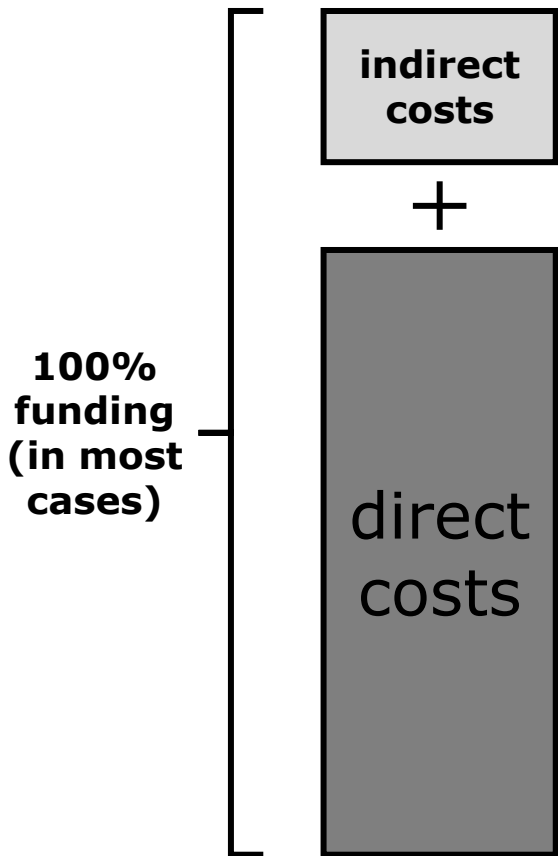


## 6. Data Sharing & Reuse

- **Anonymisation**
  - Removing identifying information, e.g. using pseudonyms
- **Copyright**
  - Other parties with copyright, copyright clearance
- **Data sharing**
  - Data centre or institutional, required standards, which data retained
- **Data cleaning**
  - Clean, check or verify data, combine with other data sets
- **Digitisation**
  - Increase potential for sharing of analogue/paper-based research data



## Eligibility of costs in Horizon 2020



- 25% flat rate of direct costs\*
- Should cover **overhead costs** in project
- **Personnel costs** **RDM costs**
- **Costs** of goods, works and **services**
- **Depreciation costs of equipment, infrastructure or other assets**
- Travel costs and related subsistence allowances
- Subcontracting of project tasks (\*excluded from 25% flat rate)



## General conditions for direct costs to be eligible

- **Actually incurred by the beneficiary**
- **During the project period = duration of the GA**
- **Identifiable and verifiable**
- **Necessary for the project**
- **Not included in the indirect costs**
- Indicated in the estimated budget
- Based on usual accounting practices of beneficiary
- According to sound financial management, economy and efficiency



## Examples of indirect costs

- Rental, lease or depreciation of **buildings or plants not directly used for the action** (e.g. administrative buildings, headquarters)
- Statutory **audit and legal fees** (excluding CFS costs)
- **Office supplies** and petty office equipment (purchased in bulk)
- Other **general services** (cleaning, medical, library, services for publication, communication and connection, postage, dues and subscriptions, clothing, literature, transport, catering and similar items)
- **Management tasks** and **horizontal services** (accounting and controlling, head office, corporate communications, HR and training, internal audit, management, quality management, strategic development, etc.)
- **Non-specific, non-activity-related or non-project-related costs** (general): consumables, maintenance, general facilities management, conferences, hosted activities, security fees, insurance costs, general utilities, energy and water, and similar



# Don't hesitate to contact us

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# HORIZON 2020

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