

D6.2 Data Management Plan

INITIAL PLAN

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Abstract	This document presents the initial version of the data management plan of the RESOURCE project. The document defines and specifies the project's data management procedures for all data to be collected, processed and/or generated in the RESOURCE framework in line with the Guidelines on FAIR Data Management in Horizon Europe. Moreover, this document also describes the strategy about how to manage privacy and Ethics aspects. Finally, the

	document is envisioned to be a live document for the entire project. So, it will be incrementally adapted and enhanced at different stages of the project.
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EXECUTIVE SUMMARY

This document represents deliverable D6.2 – Data Management Plan (DMP) – initial plan – elaborated in the framework of RESOURCE. During the lifetime of RESOURCE, many services and other activities require the elaboration of GDPR-compliant support systems and documents. RESOURCE will collect/generate data for internal use through:

- Surveys
- Interviews
- Videos transcripts
- PDA studies inputs
- Application forms
- Registration forms
- Documentations of events (i.e. documentation of services and participants), etc.

Personal data collected will be stored within the consortium (RESOURCE project partners) and will be used for the purposes of RESOURCE and not disclosed to third parties (unless specified and communicated differently and consent is requested from of the owner of the specific data). Likewise, data captured from primary sources like interviews or online surveys will not be divulged to third parties and not used for other purposes beyond RESOURCE activities.

RESOURCE will also generate public data that will be made accessible for external users, such as the project public deliverables as well as communication and dissemination materials, which can be found in *Table 7 - Openly accessible data in RESOURCE*.

Sensitive data will be collected from pilots and will be kept internal for use within the project only and shared with the Commission when relevant and needed.

The detailed list of documents that will be created during the project, broken down at WP level can be found in *section 2 – Data summary*.

As such, RESOURCE activities will involve the collection, processing and/or generation of data, in order to obtain the necessary information and meaningful insights for the development of the project and PDA services.

In this context, the DMP describes the data management procedures for all data to be collected, processed and/or generated in the framework of RESOURCE in line with the Guidelines on FAIR Data Management (Findable, Accessible, Interoperable, Reusable) in H2020/Horizon Europe¹. The DMP is part of the necessary information to take part in the European Commission's Open Research Data Pilot.

The DMP is a living document to which additional information can be added through updates as the implementation of the project progresses. The project is planned to run from July 2022 until June 2025 and a Final DMP will be issued at the end of the project (M36).

¹ https://erc.europa.eu/sites/default/files/document/file/ERC_info_document-Open_Research_Data_and_Data_Management_Plans.pdf and http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf

The terms and provisions of the EU Grant Agreement (and its annexes) and the RESOURCE Consortium Agreement will prevail in the event of any inconsistencies with recommendations and guidelines set out in this deliverable.

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ABBREVIATIONS

AB	Advisory Board
CA	Consortium Agreement
CCRI	Circular Cities and Regions Initiative
CE	Circular Economy
CEEI	Centro Europeo de Empresas e Innovación (BIC: Business Innovation Center)
CO	Confidential (deliverable)
DMP	Data Management Plan
DoA	Description of the action
EBN	European Business and Innovation Centre Network
EC	European Commission
GA	Grant Agreement
GAC	G.A.C. Group (project coordinator)
GDPR	General Data Protection Regulation
GoA	Government of Aragon (project partner)
IPR	Intellectual Property Rights
LCA	Life Cycle Assessment
NDA	Non-Disclosure Agreement
ORDP	Open Research Data Pilot
PDA	Project Development Assistance
PU	Public (deliverable)
QA	Quality Assurance
T.X.x	Task x.x
SEN	Sensitive (deliverable)
ULEI	University of Leiden (project partner)
WP	Work Package
WPL	Work Package Leader

....

1 Introduction

1.1. Context and background

Circularity is an essential aspect of the necessary industry transformation actions towards resource-efficiency, climate neutrality and long-term competitiveness.

The RESOURCE project will study the private funding opportunities needed in circular projects and facilitate their development. RESOURCE's overarching objective is to develop new Project Development Assistance (PDA) services to fund regional circular economy investment projects. More precisely RESOURCE will:

- build an integrated expertise pool to support technically, economically, and legally the regional circular economy pilots proposed by sEs,
- develop innovative financing schemes and business models; and
- launch concrete investments.

The RESOURCE project is designed to ensure a high degree of replicability of the PDA and related services. Results will be disseminated to maximize their impact in Aragon and beyond. Circular economy is a priority for the Region of Aragon. The Region has launched a manifestation of interest and identified a portfolio of circular projects in need of funding. Nine of these projects will serve as pilots in the RESOURCE project.

The methodology that will be developed for the RESOURCE project will ensure the sustainability of those circular economy projects by potentially completing their private funding with other sources of financing (European, national, and regional public funds).

The RESOURCE methodology consists of seven steps:

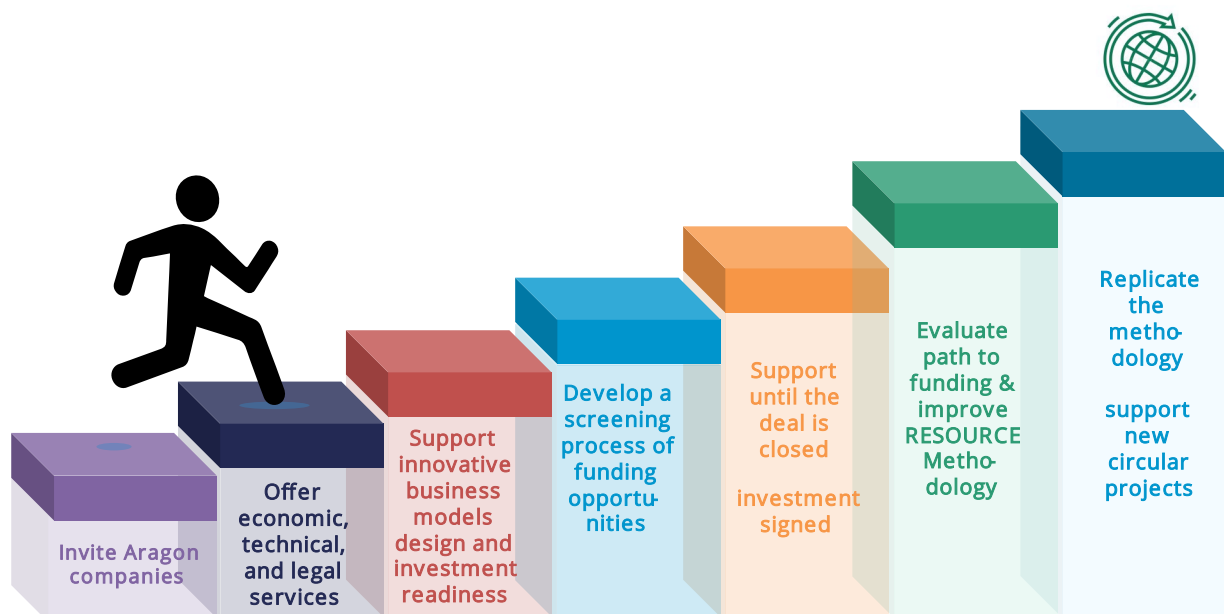


Figure 1 - The RESOURCE methodology in 7 steps

The strong interest emanating from Aragon companies to shift towards circular practices will guarantee a sustainable pipeline of projects to test the RESOURCE methodology. The final and overall objective of the RESOURCE project through the creation of a portfolio of project development assistance services, is to accelerate the development of the circular economy in

Aragon and to secure €20M of direct private and also some public investment in circular projects over a period of 36 months, until end of June 2025.

1.2. Scope

The RESOURCE project is part of the Open Research Data Pilot (ORDP) of the European Commission² which aims to improve and maximise access to, and re-use of research data generated by Horizon 2020 and Horizon Europe projects. A Data Management Plan (DMP) is required for all projects participating in this pilot. The ORDP applies primarily to the data needed to validate the results presented in scientific publications. Other data can also be provided by the beneficiaries on a voluntary basis.

Box 1 : Data Management Plan

The DMP is a key element of good data management. It describes the management procedures for the data to be collected, processed and/or generated by a Horizon Europe project in line with the Guidelines on FAIR Data Management³.

The term FAIR was launched at a Lorentz Workshop in 2014, and the resulting principles were published in 2016. The term FAIR describes a set of guiding principles to make data Findable, Accessible, Interoperable, and Reusable. As stated in the H2020 Programme Guidelines on Fair Data Management in Horizon 2020⁴: “Participating in the ORD Pilot does not necessarily mean opening up all your research data. Rather, the ORD pilot follows the principle as open as possible, as closed as necessary and focuses on encouraging sound data management as an essential part of research best practice.”

In order to make research data findable, accessible, interoperable and re-usable (FAIR), a DMP must include information on:

- The handling of research data during and after the end of the project.
- What data will be collected, processed and/or generated in the project.
- Which methodology and standards will be applied.
- Whether data will be shared/made openly accessible.
- How data will be curated and preserved (including after the end of the project).

Despite RESOURCE not being a research-driven project, its DMP will help to:

- Describe the data management procedures specific to the project.
- Increase awareness of project partners regarding data management.
- Ensure privacy and appropriate use of sensitive data, in particular regarding data from PDA services to pilots projects.
- Ensure continuity in data usage if there are changes in project staff.
- Ease to find project data when partners need to access it.
- Avoid unnecessary duplication e.g., re-collection or re-working of data.

² <https://www.openaire.eu/what-is-the-open-research-data-pilot>

³ https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf

⁴ https://ec.europa.eu/research/participants/docs/h2020-funding-guide/cross-cutting-issues/open-access-data-management/data-management_en.htm

- Keep data updated.
- Make project results more visible.

Data-related issues are therefore central in RESOURCE developments. Indeed, RESOURCE will produce a set of PDA services based totally on inputs and data gathered through interviews and surveys from stakeholders and pilot projects that will be supported by RESOURCE.

The deliverable 6.2 is the Data Management Plan (DMP) of the RESOURCE project, and aims at detailing and defining the management of data produced, used (or re-used) and published by the project and processes associated. It provides a description about the procedures on how the research data is collected, processed, generated; and how to handle these data during the project and beyond, after the project finalization.

This DMP is not a static document and will evolve during the lifespan of the project. This first version of the DMP includes an overview of the datasets to be produced during the project and the specific conditions that are attached to them. A final version will be issued at the end of the project (M36).

By detailing the handling and usage of data, this deliverable completes RESOURCE Consortium Agreement (CA) signed between the consortium members (confidential document). Hence, the document (and also the subsequent versions of it), represents the consortium agreements on the data plan and also a description of the main standards and methodologies that has been established for data collection, generation, sharing and preservation.

This document follows the template provided by the European Commission on DMP structure and guidelines⁵.

1.3. Structure of the document

The DMP document has been structured according to the following sections:

- **Section 1** is the introductory chapter, which provides the scope of the deliverable and the main outline of the document.
- **Section 2** contains information about data generated or collected in RESOURCE for each of the WPs and also, the section devotes to the preservation data mechanisms established within the project.
- **Section 3** Contains information about the FAIR data (Findable – openly Accessible – Interoperable – Re-use) for RESOURCE, and will be updated at the same time as the project evolves.
- **Section 4** Focuses on the allocation of resources and the responsibility to maintain the data FAIR within RESOURCE, and addresses the data security aspects and issues related to ethical aspects.

⁵ http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf : Guidelines on Data Management in Horizon 2020

2 Data summary

The following section describes the purpose of data collection/generation, the types and formats of data generated and collected throughout the project, the re-use of existing data, the data origin, the expected size of data as well as data utility on the project's Work Package level. A detailed list of all data and their respective formats to be made accessible by an open access repository is included in section 3.2.1 Making data openly accessible.

The aim of RESOURCE is to develop new Project Development Assistance (PDA) services to fund regional circular economy investment projects. The RESOURCE project will study the funding opportunities needed in circular projects and facilitate their development. It will build an integrated expertise pool to support technically, economically, and legally the regional circular economy pilots SMEs. It will develop innovative financing schemes and business models, and it will launch concrete investment searches, to attain €20M direct investment in circular projects over a period of 36 months, until end of June 2025.

To this end, RESOURCE will primarily detect promising regional circular economy projects, and invite the most promising ones to participate in the PDA services process, to support them in removing technical, economic, legal and regulatory barriers. In parallel, RESOURCE will develop a process and an ecosystem for these circular economy projects to secure financing, by developing innovative business models, by screening funding opportunities, and by connecting with private investors as well as public investment vehicles. Hence, circular economy projects will be supported in all the necessary and useful dimensions until their financing.

For this purpose, RESOURCE collects and generates data for internal use and further processing by the RESOURCE project partners in the form of surveys, interview/ workshops transcripts, registrations forms, documentations of events (i.e., documentation of RESOURCE services and participants), as well as data that will be made accessible for external users such as the project deliverables as well as the communication and dissemination materials.

Sensitive data will be collected under the PDA services, throughout the WP2 and WP3 tasks. It is in our common interest and important especially for the project partners to make sure we have put in place measures and safeguards to keep confidentiality and ensure the safety of the project IP, business model etc. All partners will need to sign an NDA, especially the project partners involved in WP2 and WP3 who will work with sensitive information in order to support the circular economy projects.

- For example when implementing the Life Cycle Assessment (LCA) method in the context of Task 2.1. LCA is a quantitative method, used to measure and analyse the environmental burden of products or services across a company's life cycle and highlights possible areas of improvement. During the lifecycle inventory stage, an extensive data collection will take place consisting of data around the energy,

Box 2. Open Access

Open access (OA) refers to the practice of providing online access to scientific information that is free of charge to the end-user and reusable. 'Scientific' refers to all academic disciplines. In the context of research & innovation, 'scientific information' can mean: (1) peer-reviewed scientific research articles (published in scholarly journals) or (2) research data (data underlying publications, curated and raw data).

materials, resources inputs and waste emissions and by-products outputs across each phase of a pilot's product manufacturing or service delivery. This is led by ULEI and an NDA has been promised to the pilot projects. Also, during the PDA services process, to support the circular economy projects in removing technical, economic, legal and regulatory barriers, in the context of T2.2, T2.3 and T2.4, an extensive data collection exercise will take place consisting of a developing business plan attractive for the investors.

- As a result of such sensitive work, RESOURCE will develop the D3.1 "Innovative business plans to attract investors", which will be sensitive because it will include each circular economy projects' business plan and a public summary report with the aspects needed in order to develop an attractive business plan for the investors.
- Finally, as a result of T3.4 "Matching with investors and signing of contracts", that in the process of an investor entering a project, there are many critical aspects that must be properly articulated in all legal documents.

All personal data collected will be stored within the consortium (e.g., Stakeholders interviews, survey to pilots, interviews and video recordings, pilots business plans, NDAs...) and will be used for the purposes of RESOURCE and not disclosed to third parties.

Being a Coordination and Support Action (CSA), RESOURCE does not generate typical research data. The results of analyses generated during the project's lifetime will be made accessible on a voluntary basis (if applicable and in line with data protection/ethical requirements).

The following section concentrates on Work Packages (WPs) 1, 2,3 and 4, as it is within these WPs that data will be principally collected/generated.

1.1. Data collection / generation in WP1

The data generated in WP1 will be based on a mapping of stakeholders regarding circular economy, a cross-cutting analysis of stakeholders' preliminary roles and expectations, influence and interests regarding the circular economy, with a focus on behaviour change; and the identification of their main drivers and the elements that can be used to effectively engage them in the RESOURCE solution.

Stakeholder involvement will lead to the creation of a portfolio of sustainable circular economy projects and the creation of a new governance model for financing CE projects. Thus, each output produced in the context of WP1 will be considered as a part of a set of elements providing an improved governance and innovative organisation of the Aragon business service support ecosystem to select circular economy investment projects.

To undertake the development of new governance and organization model adapted to circular economy, several data collection methods will be used: bibliographic and desk research, 50 individual interviews, and 12 co-creation workshops : 3 with each of the 4 working groups (WG).

Table 1 - Data collection in WP1

Purpose of data collection/generation
<p>Elaboration of deliverables:</p> <p>The FAIR approach and this data management plan applies to the following deliverables:</p> <ul style="list-style-type: none"> • D1.1 Stakeholder mapping [PU] • D1.2 Stakeholder engagement strategy [PU] • D1.3 Results of co-creation workshops [PU] • D1.4 Experts Committee founding members and rules [PU] <p>Other activities:</p> <p>As part of T1.1 and T1.2, desk research will be performed to collect information respectively about:</p> <ul style="list-style-type: none"> • Mapping of regional stakeholders with interests in RESOURCE project: Public authorities/regional and local governments; Networks, clusters, intermediary organisations, and facilitators; RESOURCE beneficiaries (the selected pilot projects) and other circular project owners; FINANCE sector players; and Citizens and civil society organisations • Circular economy challenges, programmes and data on Aragon region • Best practices regarding circular economy (CE) ecosystem and governance <p>In addition, 50 interviews will be done under T1.1 to collect additional information about barriers, expectations, influence and interests of the different stakeholders regarding circular economy and the RESOURCE methodology: what are they needs and what they can bring to the CE projects?</p> <p>With regards T1.2, 12 co-creation workshops will be setup and animated to collect information from public institutions, intermediary organisations, finance stakeholders and beneficiaries about the guidelines and criteria to:</p> <ul style="list-style-type: none"> • best evaluate and select CE projects, • best identify and motivate CE projects for sustainable pipeline, • best organise ecosystem and new governance model dedicated to CE. <p>Within T1.3 a Pre-selection Committee will be set-up, with 5 to 10 representative from the public institutions, the intermediary organisations, and the finance stakeholders, chosen from among the workshop participants. Its role will be to support, in the long term, the creation of sustainable pipeline of bankable CE projects in the region of Aragon.</p> <p>As part of WP1, collection of personal data is necessary in order to conduct interviews and mobilise actors in the workshops and in the Expert Committee. Contact details includes name, institution, position, e-mail address, organisation address, phone number.</p>
Types and Formats
<ul style="list-style-type: none"> • Deliverables – Format: .docx, .pdf • Interview/ workshops summaries – Format: .docx/.pdf • Registration forms – Format: xlxs • Desk research – Format: .docx, .pdf, .html

Re-use of existing data
Evidence from the literature (e.g., sectoral studies, policy documents, strategies and plans, agreements, grey literature, academic studies) collected through desk research (see reference lists in deliverables). Data collected through Horizon2020 projects might also be re-used.
Data origin
<ul style="list-style-type: none"> • Primary data (interviews, workshops) • Personal data • Data from literature
Expected size
Not yet known. It is expected raw or text data size to be manageable in terms of storage capacity.
Data utility
<p>Desk research performed under T1.1 and T1.2, and data publicly available, will be analysed and embedded into an analytical research framework that will help produce deliverable D1.1, D1.2, and to fuel the co-creation workshops under the T1.2 (and D1.3).</p> <p>The raw data (individual interviews results and “naming” workshops discussions, etc.) and personal data collected in WP1 will be kept secured and not be made openly accessible. These data will also serve, in an anonymous way, to prepare D1.2 and D1.3 in the context of T1.1 and T1.2.</p> <p>The four deliverables in the WP1 will be public. Stakeholders involved in the data collection will be kept informed about the results of the project.</p> <p>Consent will be systematically requested by all subjects for collecting their personal information. The consent will detail the purpose of the data collection and storage, the retention period, as well as the contact details of the responsible Data Protection Officer.</p> <p>Under the T1.3, the experts of the Pre-selection Committee will have potentially access to sensitive data regarding CE projects: each member will have an obligation of confidentiality and will sign a personal declaration to that effect.</p>

1.2. Data collection / generation in WP2

The data generated within WP2 provides the Project Development Assistance (PDA) services regarding environmental, technical, economic feasibility and legal and regulatory issues, to support candidates to become circular, and make them “attractive” for investors.

To perform the global improvement of the CE projects selected, several data collection methods will be used, for example: survey to pilots, bilateral exchanges, data from scientific literature, databases.

Table 2 - Data collection in WP2

Purpose of data collection/generation
<p>Elaboration of deliverables:</p> <p>The FAIR approach and this data management plan applies to the following deliverables:</p> <ul style="list-style-type: none"> • D2.1 Opportunity mapping for the Circular Economy projects [PU] • D2.2 Circular Economy Readiness Level [PU] • D2.3 Guidelines for Legal and regulatory sustainability Circular Economy Projects [PU] • D2.4 Guidelines for actionable Circular Economy Projects [PU] <p>Other activities:</p> <p>As part of T2.1, T2.2, T2.3 and T2.4, survey (information sheet, data request) and bilateral exchanges (interviews and individual meetings) with the pilots / beneficiaries will be run to:</p> <ul style="list-style-type: none"> • collect data about the project, the technology, their processes, the strategy, operational costs etc. any information that would help us supporting them the best way (e.g: how much money do they need to raise, when, what for, etc.) <ul style="list-style-type: none"> ○ In the case of Task 2.1, data collection in the form of surveys with the pilot projects as well as from other sources such as scientific literature, databases, will take place following the ISO 14040 and ISO 14044 guidelines for the Life Cycle Assessment Method. • understand their needs • discuss and clarify strengths and weaknesses of the pilots, and options for improvement. <p>Desk research and databases will allow the team to collect additional information as part of T2.1, T2.2, T2.3 and T2.4 about the state-of-the-art, benchmark, best practices, legal and regulatory framework, etc.</p> <p>Webinar trainings and workshops will be set-up within T2.2 and T2.4 to implement concrete actions regarding the technical development of circular economy projects and to set-up a customised business plan.</p> <p>As part of WP2, sensitive data will be collected regarding individual projects supported by RESOURCE and needs to respect confidentiality. The Confidentiality Resource protocol is built following these guidelines:</p> <ul style="list-style-type: none"> • The number of persons having access to the sensitive data is limited to the strict minimum. • Dedicated and protected files and folders are used. • Each person and organisation having access to these data will sign an Non-Disclosure Agreement (NDA). • Each person and organisation must formally notify the project coordinator without delay of any situation constituting or likely to lead to a conflict of interest and immediately take all the necessary steps to rectify this situation. • The project coordinator may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.
Types and Formats
<ul style="list-style-type: none"> • Deliverables – Format: .docx, .pdf

- Interview/ workshops summaries – Format: .docx/.pdf
- Survey results – Format: xlxs, pdf
- Training webinars and other resource materials – Format: html, .mp4, PNG, JPEG, PPT
- Registration forms – Format: xlxs
- Desk research – Format: .docx, .pdf, .html
- Database – Format: ecospold, .xml, .pdf

Re-use of existing data

Evidence from the literature (e.g., Regulations, Directives, policy documents, strategies and plans, agreements, grey literature, academic studies) collected through desk research (see reference lists in deliverables).

Databases (ecoinvent).

Data collected during WP1 and through other Horizon 2020 and Horizon Europe projects and through the CCRCI projects and best practices, may also be re-used. Data collected through previous internal research projects and activities might also be re-used, in particular by AITIIP, and ULEI CML (e.g. EIT RM project CIRCUMAT)

Data origin

- Primary data (interviews, surveys)
- Personal data
- Data from literature
- Data from databases

Expected size

Not yet known.

It is expected raw or text data size to be manageable in terms of storage capacity.

Data utility

Individual survey and bilateral exchanges with the pilots / beneficiaries will be used for the different assessment under the tasks T2.1, T2.2, T2.3 and T2.4: based on the study of strengths and weaknesses of the pilots, recommendations and action plan will be designed to pave the way to improve their circularity and make them “attractive” for investors.

The data collected in WP2 is very sensitive and will not be made openly accessible. Pilots participating in the Circular Economy project preparation (PDA) will have their data kept confidential and solely transformed into anonymised information in the four public deliverables D2.1, D2.2, D2.3 and D2.4. Discussions are underway with the PO to modify the sensitivity level of some of these deliverables (D2.1 and D2.2). If the deliverables remain public, two documents will co-exist: an internal document with all the data, and a public document (the deliverable) with less data and anonymized, mentioning that some data have been removed.

Consent will be systematically requested by all subjects for collecting their personal information. The consent will detail the purpose of the data collection and storage, the retention period, as well as the contact details of the responsible Data Protection Officer.

1.3. Data collection / generation in WP3

The data generated within WP3 supports raising awareness amongst potential and the opportunity of investing in circular economy projects and develop innovative financing schemes to boost private investment for circular economy project and launch concrete investments and also consider how to lever public investment support.

To perform the pathway to investment, several data collection methods will be used: 2 workshops to explain the nature of circular economy projects and their investment profile/needs.

Table 3 - Data collection in WP3

Purpose of data collection/generation
<p>Elaboration of deliverables:</p> <p>The FAIR approach and this data management plan applies to the following deliverables:</p> <ul style="list-style-type: none"> • D3.1 Innovative business plans to attract investors [SEN] • D3.2 Report criteria required by CE projects to bring private investors into their projects [PU] • D3.3 Report on critical needs and ideas that investors have when investing in projects [PU] • D3.4 Results of the Demo Days and signed contracts list [PU] <p>Other activities:</p> <p>With regards to T3.1, two workshops will be set-up and animated to present and explain the nature of circular economy projects and start-ups to attract investors. T3.1 will build on WP2, and in particular on T2.4 regarding economic feasibility as such will follow up on business plan to go into attractive presentation of a business plan. No additional personal data will be collected. However, these workshops will allow for the to generation of public information about best practices and tips for higher impact regarding investors, and to collect confidential information on the individual pilot projects.</p> <p>As part of T3.2 and T3.3, Expert Committees will be set-up, build on WP1, and in particular on T1.1 regarding mapping of stakeholders. No additional personal data will be collected.</p> <ul style="list-style-type: none"> • The Final beneficiaries Committee under T3.2 will be set-up with facilitators and final beneficiaries. It will be animated to collect information about the guidelines and criteria to be analysed by the CE projects for the entry of investors in their respective companies: reputational aspects, with which stakeholders the investors are involved, what environmental commitments they have, (part of their investments come from green funds, etc.) • The Investors networks Committee under T3.3 will be set-up with representatives from the investor's networks. It will be animated to collect information about the critical ideas that investors have when investing in projects, in any sector in general and in CE in particular. These needs can be of four types: financial, risks, diversification and timing. <p>Within T3.4, the selected pilots will be support in participating in different investment forums (IESE, ESADE, Keiretsu...), and two Demo Days to potential investors will be</p>

organised. As part of T3.4, data will be collected to detect the existing investment forums. Additional desk research on potential investors and public funding windows to invite in the demo days will be undertaken, in a complementary work made under the T1.1 (updating and enlarging work). In addition, data already collected in the previous task (T3.1, T3.2 and T3.3) will be capitalised to enhance matching opportunities between pilot projects and investors.

The process of an investor entering a project begins with the agreement on critical aspects such as: valuation of the project and with it the percentage of equity that will have to be delivered to the investor as well as other types of clauses and statements that have to be articulated in a Partners Agreement. The "legal package" is somewhat complex and must be well implemented, both to defend the interests of the company executing the project and the investor co-financing it. This Partners Agreement regulates the daily relationship between the investor and the company that executes the project.

Finally, each event organised under WP3, regardless of the format (workshop, training, demo days...) requires a FAIR approach and treatment of personal data. Indeed, personal data of potential participants to these events will be collected, mainly through registration forms

Types and Formats

- Deliverables – Format: .docx, .pdf
- Workshops summaries – Format: .docx/.pdf
- Training webinars and other resource materials – Format: html, .mp4, PNG, JPEG, PPT
- Registration forms – Format: xlsx
- Desk research – Format: .docx, .pdf, .html

Re-use of existing data

Data collected during WP1 and WP2, through other Horizon 2020 and Horizon Europe and through the CCRCI projects and best practices, projects may also be re-used.

Data origin

- Primary data (workshops, Expert Committees meetings & works)

Expected size

Not yet known.

It is expected raw or text data size to be manageable in terms of storage capacity.

Data utility

The data collected in T3.1 during training workshops will not be made openly accessible. Pilot projects participating in the workshops and teaching to pitch sessions will have their data kept confidential and solely transformed into anonymised information in the public summary of the deliverable D3.1. As a result of such sensitive work, RESOURCE develop the D3.1 "Innovative business plans to attract investors", which will be sensitive because it will include each circular economy projects business plan and a public summary report with the aspects needed in order to develop an attractive business plan for the investors.

The data collected in T3.2 and T3.3 thanks to the animation of dedicated Committees will be analysed and embedded into an analytical research framework that will help produce deliverable D3.2 and D3.3.

- The exchanges of information through the Final beneficiaries Committee (T3.2) will allow to define the criteria to be analysed by the CE projects for the entry of investors in their companies. Hence, circular economy projects will be more confident about what type of investor is most suitable for them.
- The exchanges of information through the Investors network Committee (T3.3) will allow to identify and analyse the critical needs and ideas that investors have when investing in projects. Hence, investors will be more confident in investing in Circular economy projects.

Consent will be systematically requested by all subjects for collecting their personal information. The consent will detail the purpose of the data collection and storage, the retention period, as well as the contact details of the responsible Data Protection Officer

1.4. Data collection / generation in WP4

The data generated within WP4 provides both a wider perspective on how European peers deal with similar issues and learn from best practices which can inspire the adoption of new methodologies that can be replicated in the Aragon context and provides tips, feedbacks and Aragon's success stories to enable the acquisition of knowledge and skills that will reinforce the adoption of circularity models across Europe.

To perform the development of replicable models and be inspired from the best European practices, several data collection methods will be used: desk research, survey, benchmarking, best practices pitching sessions, workshops, events.

Table 4 - Data collection in WP4

Purpose of data collection/generation
<p>Elaboration of deliverables:</p> <p>The FAIR approach and this data management plan applies to the following deliverables:</p> <ul style="list-style-type: none"> • D4.1 Map of CE projects implemented across EU countries [PU] • D4.2 European Circular Economy European Circular Economy best practices selected [PU] • D4.3 List of evaluation criteria [PU] • D4.4 (3 rounds each) benchmarking and tailored coaching sessions organized [PU] • D4.5 RESOURCE Policy Brief [PU] <p>Other activities:</p> <p>As part of T4.1, desk research will be carried out by all partners to map successful Circular Economy Projects across Europe: the CCRCI will be a strong source of information during this mapping, and additional sources will be investigated. In addition, an online questionnaire will be sent out to EBN members, with a particular focus on the Eco-Innovation Special Interest Group (SIG), and online one-to-one meetings will be conducted, to identify similar CE investment projects across Europe. The main outcome of this task is to map of CE projects implemented across EU countries and select 25 best practices (T4.2), 5 of which will be benchmarked with the RESOURCE selected projects (T4.3). Data collected concerns mainly: information on CE investment projects implemented across Europe</p>

(including projects and initiatives from the CCRI network) with a focus on the subsidies received, participation in European projects, private funding and geographical coverage.

Within T4.2, five sessions will be organised in five different European countries to present the 25 best practices identified under T4.1, to retain one best practice per session based on pre-established criteria, including geographic indicators. These sessions will allow to collect information respectively about: the CE investment projects mapped during T4.1 and select 5 of them to be benchmarked with the RESOURCE pilot projects. The EU best practices selection criteria will be established in line with the selection criteria set up for the selection of the RESOURCE pilot projects.

With regards T4.3, three rounds of workshops and tailored coaching sessions will be organised for Resource Pilots projects and the Best practices selected, to collect and generate information about:

- benchmarking,
- analysing projects' strengths and weaknesses, and
- insights on pitching techniques and traditional and non-traditional sources of financing.

The aim of the benchmarking activities is to ensure that local circular economy projects have a wider perspective on how European peers deal with similar issues and learn from best practices which can inspire the adoption of new methodologies that can be replicated in the local context. The exchanges between European projects and the RESOURCE projects will enable the acquisition of knowledge and skills that will reinforce the adoption of circularity models across Europe. As for the establishment of the EU best practices selection criteria, the concept, the impact and the support to be provided will be set up according to the needs and challenges identified for the Aragon pilot projects.

As part of WP4 (T4.1, T4.2 and T4.3), collection of personal data is necessary in order to conduct the online survey, to select BP and to set-up and animate the workshops and tailor the coaching sessions. Contact details comprehends name, institution, position, e-mail address, organisation address, phone number.

Within T4.4 a policy recommendations using data collected through T4.1, T4.2, T4.3 and WP1, WP2 and WP3 will be performed in order to formalise a replicable proposition of the RESOURCE methodology and implementation advice for other regional policy makers all over Europe.

Types and Formats

- Deliverables – Format: .docx, .pdf
- Online survey – Format : .xlsx, .docx, .pdf
- Interview/ workshops summaries – Format: .docx/.pdf
- Training webinars and other resource materials – Format: html, .mp4, PNG, JPEG, PPT
- Registration forms – Format: xlsx
- Desk research – Format: .docx, .pdf, .html

Re-use of existing data

Evidence from the literature (e.g., sectoral studies, policy documents, strategies and plans, agreements, grey literature, academic studies) collected through desk research (see reference lists in deliverables).

Data collected during WP1, WP2 and WP3, through the CCRCI projects and best practices, and through other Horizon 2020 and Horizon Europe projects may also be re-used.

Data origin

- Primary data (on-line survey, interviews, workshops and training sessions)
- Personal data
- Data from literature

Expected size

Not yet known.

It is expected raw or text data size to be manageable in terms of storage capacity.

Data utility

The raw data (survey results, interviews, workshops, etc.) and personal data collected in WP3 will be kept secured and not made openly accessible. These data will serve to prepare the five deliverables within WP4: D4.1 on the mapping of the CE projects implemented across EU countries, D4.2 describing the European Circular Economy best practices selected, D4.3 explaining the and the selection process and the list of evaluation criteria, D4.4 explaining the organisation, content and insights from the benchmarking and tailored coaching sessions organized and finally the D4.5 on Resource Policy Brief.

All the deliverables in WP4 will be public.

Pilot projects and selected best practices participating in the workshops and teaching to pitch sessions (T4.2 and 4.3) will have their data kept confidential and solely transformed into anonymised information in the deliverable D3.2 and D4.4.

Consent will be systematically requested by for collecting their personal information. The consent will detail the purpose of the data collection and storage, the retention period, as well as the contact details of the responsible Data Protection Officer.

1.5. Data collection / generation in WP5

The data generated within WP5 aims at maximising the impact of the project by raising awareness, communicating the project activities and disseminating results.

Table 5 - Data collection in WP5

Purpose of data collection/generation

Elaboration of deliverables:

The FAIR approach and this data management plan applies to the following deliverables:

- D5.3 Report on international networks and policy outreach and recommendations [PU]
- D5.6 RESOURCE Impact Assessment [PU]

Other activities:

Some activities planned as part of T5.2 and T5.3, namely, the dissemination of dedicated newsletter and the organisation of 4 thematic training webinars and workshops, events, and online dissemination activities with national / international networks and relevant organizations, require a FAIR approach and treatment of personal data. Indeed, personal data of potential participants and beneficiaries to these activities will be collected, mainly through registration forms.

- Newsletter contacts regroups the information gathered from stakeholders involved in the project as well as communities potentially interested in the project developments as identified by the consortium and stakeholders involved in the project (e.g. Advisory Board members, Pilots, CCRI community) and anyone who registered from the RESOURCE website's home page. Contact information generally includes name and e-mails.
- Workshops, trainings webinars, events and online dissemination activities that will take place during the project brings together various actors from the Aragon Region and across the EU. Participation lists; invitations; pictures of the events; feedback surveys; etc. are data that will be processed and displayed for dissemination purpose along the project

Under the T5.5, data will be collected through desk research, use of databases (global socially and environmental extended IO table, preferably EXIOBASE) and exploitation of known scientific literature, about socio-economic and environmental impact. Regarding the socio-economic and environmental impact of the Pilots projects, the work will build on work under T2.1. Global impact at sectoral and regional level, the identification where in economic networks changes would occur and how they disseminate in interlinked sectors will be also assessed, based on benchmarking analysis. New data, also including results from T2.1. regarding LCA/LCC/s-LCA, product stock and flow information at detailed product/innovation level will be gathered and exploited.

Types and Formats

- Deliverables – Format: .docx, .pdf, .xlxs, .py
- Interview/ workshops summaries – Format: .docx/.pdf
- Registration forms – Format: xlxs
- Database – Format: .xlxs, .dta or .py - using data coming from NUTS2 level
- Desk research – Format: .docx, .pdf, .html

Re-use of existing data

Evidence from the literature (e.g., sectoral studies, policy documents, strategies and plans, agreements, grey literature, academic studies) collected through desk research (see reference lists in deliverables).

Databases (global IO table EXIOBASE).

Data collected during WP1, WP2, WP3, WP4 and WP6, through the CCRCI projects and best practices, and through other Horizon 2020 and Horizon Europe projects may also be re-used. Data collected through previous internal research projects and activities might also be re-used, in particular by ULEI CML (e.g. EIT RM project CIRCUMAT).

Data origin

- Primary data (database, trainings events)
- Personal data

<ul style="list-style-type: none"> Data from literature
Expected size
<p>Not yet known.</p> <p>It is expected raw or text data size to be manageable in terms of storage capacity.</p>
Data utility
<p>The data collected in WP5 will not be made openly accessible.</p> <p>Participants to the training webinars and other events organised as part the project communication and dissemination activities will have their data kept confidentially. Workshop and event data will be important for dissemination purpose and serve for the recognition of the project among Circular Economy stakeholders. Data collected is managed by the partner in charge of communication and dissemination activities (GAC) which centralises the database for newsletters dissemination.</p> <p>The data collected in T5.5 will be analysed and embedded into an analytical research framework that will help produce deliverable D5.6.</p> <p>Personal data will be hidden and only accessible for an individual user and the RESOURCE team. These data will be useful for the RESOURCE consortium and for RESOURCE developments. A user can request the deletion of his/her data at any time.</p> <p>Consent will be systematically requested by all subjects for collecting their personal information. The consent will detail the purpose of the data collection and storage, the retention period, as well as the contact details of the responsible Data Protection Officer.</p>

1.6. Data collection / generation in WP6

The data generated within WP6 aims at guaranteeing timely delivery of all results in the project and especially regarding the setting up a framework for efficient communication, collaboration, exchange of documents and fast decision-making between partners and Advisory Board.

Table 6 - Data collection in WP6

Purpose of data collection/generation
<p>Elaboration of deliverables:</p> <p>The FAIR approach and this data management plan applies to no specific deliverables in WP6.</p>
<p>Other activities:</p> <p>Some activities planned as part of T6.1 and T6.2 require a FAIR approach and treatment of personal data.</p> <ul style="list-style-type: none"> RESOURCE project has set up an online platform on Teams which allows for the sharing of documents, presentations, communication materials, etc. and will serve as repository for project documents. The permission to access project data (platform, folders, files) should be granted to all eligible members of the project, for all legitimate project activities, according their own needs, and in particular regarding sensitive data from Pilots projects, and in compliance with the data protection procedures. A non-disclosure agreement (NDA) will be signed with the

involved third parties when applicable. Guidance on procedures for data management were included in the internal info pack developed within the partnership for ensuring shared practices between partners on their use (D6.1-Project handbook and quality assurance plan).

- RESOURCE project will set up an advisory board. The Experts involved in the AB will issue recommendations on the topics selected that will be developed through exchanges of a common document, shared among them and between us. The outcomes of the AB are to define the priorities and best ways to support pilots in raising funds (mainly private funding). They will be used to design the PDA services and will thus, ultimately, after being transformed into operational services, be disseminated through the website and other communication channels, representing a major – public – achievement of the project.

Types and Formats

- Deliverables – Format: .docx, .pdf

Re-use of existing data

Data collected during the RESOURCE project

Data origin

- Primary data (Consortium meetings)
- Personal data
- Data from RESOURCE deliverable

Expected size

Not yet known.

It is expected raw or text data size to be manageable in terms of storage capacity.

Data utility

Participants to the Advisory Board will have their data kept confidentially.

The data collected in Consortium Meetings or Advisory Board Meeting will be analysed and embedded into an analytical research framework that will help produce the different deliverables of the project.

Personal data will be hidden and only accessible for an individual user and the RESOURCE team. These data will be useful for the RESOURCE consortium and for RESOURCE developments. A user can request the deletion of his/her data at any time.

Consent will be systematically requested by all subjects for collecting their personal information. The consent will detail the purpose of the data collection and storage, the retention period, as well as the contact details of the responsible Data Protection Officer.

3 FAIR data principles

3.1 Making data findable (including provisions for metadata)

RESOURCE data are currently not discoverable with metadata. Metadata can be defined in the following way “*Metadata summarizes basic information about data, making finding & working with particular instances of data easier*”⁶. Metadata may be created after the project’s end for specific deliverables that will be considered as “worthy” to be identified. Descriptive and administrative metadata will be created, cataloguing the project data after the end of the project.

Where applicable, data produced are identifiable and locatable by means of search keywords. In order to facilitate easy referencing of the data, a standard naming and versioning convention will be employed, as follows:

Project name + item name + version number

1) Example for deliverables:

RESOURCE_Dx.x_shorttitle_vx.x.docx (or .pdf)

2) Example for documents at task level:

RESOURCE_Taskx.x_shorttitle_vx.x.docx (or .pdf, .pptx, etc.)

3) Example for documents not being assignable to a specific task or deliverable:

RESOURCE_WPx_shorttitle_vx.x.docx

3.2 Making data openly accessible

3.2.1 Deposition in an open access repository

All RESOURCE deliverables classified as “public” and other significant data such as communication materials will be openly accessible via the RESOURCE project website. All deliverables that are uploaded to the EU funding and tender's portal and are "approved" will be also made accessible automatically on Cordis⁷. The following table summarises these RESOURCE’s deliverables and other data.

Table 7 - Openly accessible data in RESOURCE

Dataset	Dissemination level	Format	Repository
RESOURCE website	Public	HTML	Openly accessible via world wide web
RESOURCE communication materials	Public	PDF	Shared via RESOURCE website

⁶ <https://www.opendatasoft.com/blog/2016/08/25/what-is-metadata-and-why-is-it-important-data>

⁷ <https://cordis.europa.eu/project/id/101004518>

Dataset	Dissemination level	Format	Repository
D1.1 - Stakeholder mapping	PU - Public	PDF	Shared via RESOURCE website
D1.2 - Stakeholder engagement strategy	PU - Public	PDF	Shared via RESOURCE website
D1.3 - Results of co-creation workshops	PU - Public	PDF	Shared via RESOURCE website
D1.4 - Expert Committee founding members and rules	PU - Public	PDF	Shared via RESOURCE website
D2.1 - Opportunity mapping for the Circular Economy projects	PU - Public	PDF	Shared via RESOURCE website
D2.2 - Circular Economy Readiness Level	PU - Public	PDF	Shared via RESOURCE website
D2.3 - Guidelines - for - Legal - and - regulatory sustainability Circular Economy Projects.	PU - Public	PDF	Shared via RESOURCE website
D2.4 - Guidelines for actionable Circular Economy Projects	PU - Public	PDF	Shared with EC and in Teams with partners
D3.2 - Report criteria required by CE projects to bring private investors into their projects	PU - Public	PDF	Shared via RESOURCE website
D3.3 - Report on critical needs and ideas that investors have when investing in projects	PU - Public	PDF	Shared via RESOURCE website
D3.4 - Results of the Demo Days and signed contracts list	PU - Public	PDF	Shared via RESOURCE website
D4.1 - Map of CE projects implemented across EU countries	PU - Public	PDF	Shared via RESOURCE website
D4.2 - European Circular Economy European Circular Economy best practices selected	PU - Public	PDF	Shared via RESOURCE website
D4.3 - List of evaluation criteria	PU - Public	PDF	Shared via RESOURCE website
D4.4 - (3 rounds each) benchmarking and tailored coaching sessions organized	PU - Public	PDF	Shared via RESOURCE website
D4.5 - RESOURCE Policy Brief	PU - Public	PDF	Shared via RESOURCE website
D5.1 - Communication, dissemination and outreach strategy	PU - Public	PDF	Shared via RESOURCE website
D5.2 - Dissemination and outreach strategy update	PU - Public	PDF	Shared via RESOURCE website
D5.3 - Report on international networks and policy outreach and recommendations	PU - Public	PDF	Shared via RESOURCE website
D5.6 - RESOURCE Impact Assessment	PU - Public	PDF	Shared via RESOURCE website

Dataset	Dissemination level	Format	Repository
D6.1 - Project Handbook and Quality Assurance Plan	PU - Public	PDF	Shared via RESOURCE website
D6.2 - Data Management Plan-Initial Plan	PU - Public	PDF	Shared via RESOURCE website
D6.3 - Data management Plan - final version	PU - Public	PDF	Shared via RESOURCE website

Data containing personal information (e.g. name, email address, etc.) of individuals is considered confidential under the General Data Protection Regulations (GDPR) and cannot be made openly accessible without the consent of a person. This refers in particular to:

- Personal data collected for the purpose of RESOURCE services and other activities
- Transcripts / summaries from interviews (in order to guarantee that personal opinions cannot be linked to a specific individual).
- Individual results of the online survey (as it was guaranteed that the survey was anonymous and that the results will be only used for the RESOURCE project).

Data sharing and re-use policies will comply with the privacy and ethics guidelines of the RESOURCE project.

If personal data will be made openly accessible, e.g. for a Testimonial on the RESOURCE website, the consent of the person will be requested.

3.2.2 Methods or software tools needed to access the data

No specific software tools are needed to access RESOURCE data. Common software such as Microsoft Word, Excel, PowerPoint and Adobe Acrobat Reader or an alternative Open Office software are sufficient to gain access.

3.2.3 Restriction on use

RESOURCE public data, as detailed in *Table 7 - Openly accessible data in RESOURCE*, can be shared and re-used. All RESOURCE deliverables that are classified as “public” will be made available through the RESOURCE project website and also accessible through the Cordis platform.

3.2.4 Data Access Committee

If applicable, all data access issues will be discussed with the entire consortium at any given time throughout the project’s lifetime.

3.2.5 Ascertainment of the identity of the person accessing the data

There is no way of ascertaining the identity of a person accessing the data via the project website. The project website is monitored using Google Analytics. Google Analytics data cannot be related to an individual person but provides helpful information for the analysis of what visitors do, like and share on the project website and social media. Twitter, LinkedIn and Facebook accounts traffic are analysed leveraging the platforms’ admin tools.

3.3 Making data interoperable

3.3.1 Interoperability

Data produced by the RESOURCE project is interoperable. This means that data exchange and re-use between researchers, institutions, organisations, countries, etc. is allowed. RESOURCE data classified as “public” are generated according to standards for formats, are as compliant as possible with available (open) software applications and can be used in combination with other datasets from different origins.

RESOURCE public data, as detailed in *Table 7 - Openly accessible data in RESOURCE*, can be shared and re-used with the exception of personal data, which will be treated according to the GDPR.

3.3.2 Standards or methodologies

RESOURCE does not follow any specific data and metadata vocabularies, standards or methodologies to make data interoperable. Data is stored in/on the openly accessible project website and often presented in the RESOURCE deliverables. Mainstream software is used to generate the data. The language used is English. Full text searchability of data and information is made available in the website (page per page or document per document).

3.3.3 Standard vocabularies and mapping to more commonly used ontologies

Standard vocabularies will be used for all data types present in the RESOURCE data set, wherever possible, to allow inter-disciplinary interoperability. In case it is unavoidable that RESOURCE uses uncommon or generates project specific ontologies or vocabularies, mappings to more commonly used ontologies will be provided.

3.4 Increase data re-use

3.4.1 Data licenses

In case of generation of data subject to licensing, a scheme will be selected to fit the need of RESOURCE’s open data, ensuring not only their long-term preservation and re-use but also the interests of the consortium along with the rights of individuals whose data has been collected.

3.4.2 Date of data availability

RESOURCE public deliverables are published on the project website and thus are made available for use by third parties once they have been approved by the European Commission. No embargo to give time to publish or seek patents is foreseen at this point.

3.4.3 Usability by third parties after the end of the project

Public data produced and generated during the project e.g. data that are openly accessible as described in *Table 7 - Openly accessible data in RESOURCE* are useable by third parties even after the end of the project. The RESOURCE project website will be online after the project

ends (RESOURCE open access repository) as long as possible and in line with the commitment of sustainability i.e. maintaining the activities.

3.4.4 Data quality assurance processes

Data quality is assured during the implementation of each task by the respective project partner.

4 Allocation of resources, data security and ethical aspects

4.1 Costs for making RESOURCE data FAIR

The RESOURCE project website has been selected as an open access repository for all public data. Resources for long-term data preservation have not been allocated by the project proposal but may be discussed at a later stage.

4.2 Responsibility for data management

Each project partner is responsible for a reliable data management regarding their work within the RESOURCE project. G.A.C. Group as the project coordinator is responsible for the overall data management at project level.

4.3 Data security

All personal data collected will be stored within the consortium and will be only used for the purposes of RESOURCE and not disclosed to third parties (unless specified and communicated differently and asked for consent for the owner of the specific data). Likewise, data captured by primary sources like interviews or online surveys will not be divulged to third parties and not used for other purposes beyond RESOURCE activities. To make sure that any data loss is prevented, the project partners' servers are regularly and continuously backed-up and are protected with state-of-the-art anti-virus software.

RESOURCE project data are saved in an online platform (Microsoft Teams). G.A.C. Group manages the private RESOURCE Teams channel so only the selected and project relevant persons – RESOURCE consortium partners - have access to project-related files and data, as such, the files are inaccessible to anyone else.

In the event of an incident, the data will be recovered according to the necessary procedures of the data repository owner.

4.4 Ethical aspects

RESOURCE entails activities which involve the collection of data from selected individuals (i.e. survey, interviews with Ambassadors). The collection of data from participants in these activities will be based upon their consent. The participants' right to control their personal

information will be respected at all times. The project coordinator G.A.C. Group will deal with any ethical issues that may arise during the project's lifetime.

All RESOURCE partners will conform to the Horizon Europe Ethics and Data Protection Guidelines⁸ and any personal information will be handled according to the principles laid out in the GDPR. Therefore, RESOURCE project partners will only collect and process data which is necessary to perform the research and development activities of the project.

4.5 Other issues

For the time being, no other procedures for data management are envisioned. If there are some changes on this issue the Project Team we will update the DMP accordingly.

5 Conclusions and next steps

This deliverable represents the status of the Data Management plan for the RESOURCE project and how the RESOURCE Consortium intends to address them, at the time of this deliverable's writing.

If during project implementation additional Data Management issues should arise, the Project Coordinator will be responsible for informing the Project Officer and submit a revision of this deliverable.

The RESOURCE project is currently considering the use of online tool to manage the DM aspect during the project, such as <https://dmponline.dcc.ac.uk/plans>.

The present deliverable will be openly accessible, and updated when needed, via the RESOURCE project website and accessible automatically on Cordis when approved.

⁸ Horizon 2020 Ethics and Data Protection Guidelines, 14 November 2018

http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/ethics/h2020_hi_ethics-data-protection_en.pdf

6 References

- [1] European Commission, "Guidelines on Open access to scientific and Research Data in Horizon 2020," Mar. 2017.

Reference	Name of document (include authors, version, date etc. where applicable)
[REF-01]	What is the open research data pilot? https://www.openaire.eu/what-is-the-open-research-data-pilot
[REF-02]	Guidelines on FAIR Data Management in Horizon 2020 https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf
[REF-03]	Extension Of The Open Research Data Pilot In Horizon 2020 https://ec.europa.eu/research/participants/docs/h2020-funding-guide/cross-cutting-issues/open-access-data-management/data-management_en.htm
[REF-04]	What is Metadata and why is it as important as the data itself? https://www.opendatasoft.com/blog/2016/08/25/what-is-metadata-and-why-is-it-important-data
[REF-05]	RESOURCE on the Cordis platform https://cordis.europa.eu/project/id/101060142
[REF-06]	Horizon 2020 Ethics and Data Protection Guidelines, 14 November 2018 http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/ethics/h2020_hi_ethics-data-protection_en.pdf