

**Guidance on the NIH Data Management and Sharing (DMS) Policy**  
Office of the Associate Vice President for Research Integrity & Compliance  
University of Utah  
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**The NIH DMS Policy**

NIH has a longstanding commitment to making the results of research available. The Data Management and Sharing (DMS) Policy aims to create a consistent minimum expectation for all research supported by the agency. The DMS Policy applies to all NIH funding mechanisms and to all research, funded or conducted in whole or in part by NIH, that results in the generation of "scientific data."

**Policy Requirements:**

- **Submission** of Data Management & Sharing Plan with all applications for funding beginning January 25, 2023
- **Compliance** with the Data Management and Sharing Plan approved by the funding NIH Institute, Center, or Office

**Exceptions:** This policy applies only to research that generates scientific data and therefore excludes Training, Fellowships, Construction, Conference, and Resource Grants. Scientific data does not include laboratory notebooks, preliminary analyses, completed care report forms, drafts of scientific papers, plans for future research, peer reviews, communications with colleagues, or physical objects such as laboratory specimens.

**Elements of DMS Plan:** A DMS plan is up to 2 pages in length and should include the following elements. (A draft is available at: <https://grants.nih.gov/sites/default/files/DMS-Plan-blank-format-page.pdf>)

- **Data type:** Identifying data to be preserved and shared
- **Related tools, software, code:** Tools and software needed to access and manipulate data
- **Standards:** Standards to be applied to scientific data and metadata
- **Data preservation, access, timelines:** Repository to be used, persistent unique identifier, and when/how long data will be available
- **Access, distribution, reuse considerations:** Description of factors for data access, distribution, or reuse
- **Oversight of data management and sharing:** Plan compliance will be monitored/managed and by whom
  - The following language is recommended for this section: "I will work closely with the Associate Vice President for Research Integrity and the Office of Sponsored Projects in ensuring that the DMP for this project is monitored for compliance. The AVPRI and OSP offices are working to identify DMP monitors at this time and will have trained individuals who can monitor DMPs available by the time of the grant award. The DMP will be monitored annually, and information will be shared between me and the DMP monitor."

**DMS Budgets:** With a Modular Budget, direct costs to support the activities proposed in DMS Plan must be indicated as "Data Management and Sharing Costs" in the Additional Narrative Justification; with an RR Budget (standard/detailed budget), DMS costs no longer need to be broken out from the standard other cost categories. With either budget format, a brief summary of the DMS Plan and description of DMS costs must be included within the budget justification attachment.

**Review and Monitoring:** DMS plans are reviewed by (1) during the competitive review process by **Peer reviewers** to see if the requested budget is reasonable, and (2) during the Just-In-Time process by **NIH Program staff** to ensure that elements of a DMS plan have been adequately addressed and assess the reasonableness of those responses. Program Staff may require revisions to the plan before an award is issued.

**Revisions:** Substantial revisions to the DMS Plan following the review process (post-award), must be submitted to and approved by the NIH. Researchers may consult with their grant officer in the event they are unsure whether their plan requires a revision.

**Compliance:** Researchers are required to comply with the approved DMS Plan. Updates on DMS Plan activities must be reported through RPPRs.

#### **Resources at the University of Utah**

- **One Utah Data Science Hub:** <https://research.utah.edu/utah-data-science.php>
- **U Libraries Research Guides on Data Management:** <https://campusguides.lib.utah.edu/researchdata>
- **U of U Data Repository (The Hive):** <https://hive.utah.edu/>
- **Data/Digital Preservation Network -** <https://duraspace.org/the-digital-preservation-network-dpn-to-cease-operations/>
- **Data Resources at the Center for High Performance Computing (CHPC):** [https://www.chpc.utah.edu/resources/storage\\_services.php](https://www.chpc.utah.edu/resources/storage_services.php)

#### **Additional Information**

- **University of Utah:** [Research Integrity and Compliance - The University of Utah](#)
- **NIH:** <https://sharing.nih.gov/>
- **Email contact:** [researchintegrity@utah.edu](mailto:researchintegrity@utah.edu)