**Data Management Plan**

**ASCENT Project [add project number and title]**

The following is the data management plan (DMP) for research tasks conducted by the Federal Aviation Administration (FAA) Center of Excellence for Alternative Jet Fuels and Environment (COE ASCENT) for ASCENT Project [XXX], which is being conducted by [university].

[Provide brief description of the project – Note: all text between square brackets in this document needs to be removed and replaced with project specific text]

**Data to be Generated**

[Provide a description of:

* the types of data the project will generate
* how this data will be generated and information on external data sources used to generate the data
* how the data will be archived ]

COE ASCENT principal investigator will provide all research results to the FAA technical monitor who will be responsible for determining if the project data should or should not be publicly available. At the time of submitting quarterly reports for this project, the team will review any data generated during the quarter and will ensure that this data has been provided to the FAA Technical Monitor.

**Data Format and Metadata Standards**

[Provide a description of:

* all the various data file formats that will be generated and/or collected for archival
* a listing of the software of tools that can read or view the archived data]

The data provider information along with the data specifications will be compiled using the ASCENT standard Metadata Contact Sheet and accompany all data files associated with the project.

With concurrence of the COE ASCENT project FAA Technical Monitor, data will be submitted to the FAA Technical Library. The COE ASCENT project Principal Investigator (PI) will be the interface with the FAA Technical Monitor to ensure consistency and data quality control.

**Data Distribution Policies**

[Provide a description of the data distribution and dissemination policies for this project]

**Data Re-use Policies**

The COE ASCENT PIs, and their academic institutions, maintain the intellectual property rights for the data created by the project. As the funder of this project, the Department of Transportation will have a comprehensive non-exclusive, paid-up, royalty-free copyright license to the data and to any publications submitted to the FAA Technical Library Digital Repository.

The Federal Government has the right to:

(1) Obtain, reproduce, publish, or otherwise use the data and any publications produced under this project; and

(2) Authorize others to receive, reproduce, publish, or otherwise use such data and publications for Federal purposes.

**Data Archiving and Preservation**

Public project data files will be available via the National Transportation Library (NTL) and the ASCENT community on the WSU Research Exchange. Reports, papers, conference presentations, etc. resulting from the project will also appear on the COE ASCENT website. Author ORCiD numbers and document DOI numbers, when they exist for documents that are archived elsewhere – e.g., a professional society website, a journal website, etc. - will appear along with or instead of these documents. In order to post documents to the ASCENT website, the Project PI (or PIs) must use a password protect against accidental modification or deletion.

The PIs of COE ASCENT research tasks will maintain copies of all data files for a period of three (3) years past the end of the project in a manner consistent with data storage at their institution. This provides an additional redundant storage strategy.

Personally Identifiable Information (PII) and data that is generated to support decision making within ICAO CAEP will not be publicly posted and is not included within the Data Management Plan.