

## Budgeting for Data Management & Sharing Quick Tips

National Institutes of Health Applications for Receipt Dates ON/AFTER January 25, 2023

- **Allowable:** MUST be incurred during the performance period
  - **Curating data/developing supporting documentation** such as formatting data according to accepted community standards, deidentifying data, preparing metadata, and formatting data for a repository
  - **Preserving/sharing data through repositories** such as data deposition fees necessary for making data necessary and accessible
  - **Local data management considerations** such as activities necessary to manage and preserve data before they are deposited into an established repository
- **Unallowable:**
  - **General infrastructure costs not associated with a specific project** which are typically included in indirect costs
  - **Costs associated with the routine conduct of research** (e.g., costs associated with collecting or gaining access to research data)
  - **Costs that are double charges or inconsistently charged** as both direct and indirect costs

### Instructions:

**R&R Budget Form:** Include a justification of the proposed activities that will incur costs under the heading “Data Management and Sharing Justification” followed by the estimated dollar amount (total direct costs) in the R&R Budget Justification attachment. Specify if no costs will be incurred for Data Management and Sharing.

**PHS 398 Modular Budget Form:** Include a justification of the proposed activities that will incur costs under the heading “Data Management and Sharing Justification” followed by the estimated dollar amount (total direct costs) in the Additional Narrative Justification attachment. If no costs will be incurred, enter “0” for the requested dollar amount.

For either attachment, this should include a brief summary of type and amount of scientific data to be preserved and shared, the name of the established repository(ies) to be used, and general cost categories, such as curating data and developing supporting documentation, local data management activities, preserving and sharing data through established repositories, etc., including an amount for each category and a brief explanation. Recommended length no more than ½ page.

Additional details are on the [Budgeting for Data Management & Sharing](#) NIH website. Please see the [Writing a Data Management & Sharing Plan](#) website for information on preparing a DMS Plan.