Plan Overview

A Data Management Plan created using DMPonline

Title: DMP Dore Engbersen - MANTRA

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Funder: Netherlands Organisation for Scientific Research (NWO)

Template: Data Management Plan | Wageningen University and Research

Project abstract:

Climate change and biodiversity loss pose global risks to health and well-being through the deterioration of the earth's natural systems. Some scholars, therefore, advocate for transformative climate adaptation (TCA) that addresses the root causes of vulnerabilities to climate change by shifting towards sustainable and equitable land use practices. However, there is a gap in applying the theory of TCA in real-life cases, which obstructs its practical usability. Besides, these changes can face opposition as it requires forward-looking decisions in the interest of future generations that compete over short-term needs and interests. Although participatory governance is widely promoted and used to ignite just transformations, challenges exist in creating meaningful and inclusive participation with high levels of collaboration, deliberation, and power delegation. Scholars disagree on whether participation, within the context of transformations, should follow a disruptive bottom-up logic or a more constructive and policy-supporting rationale. This dissertation aims to fill these gaps in the literature on TCA by studying cases of participatory governance arrangements focused on TCA that aim to establish healthy rural areas of the Netherlands. Furthermore, by studying the system context of these cases the study aims to improve the understanding of important conditions that affect the relationship between participatory governance arrangements and TCA. Finally, based on insights from the first three studies, an experiment will be performed to study the role of a particular design intervention of participation on people's collective ability to deal with conflicts between short- and long-term action.

ID: 120042

Start date: 01-10-2022

End date: 01-10-2026

Last modified: 23-05-2023

Grant number / URL: https://www.nwo.nl/onderzoeksprogrammas/nationale-wetenschapsagenda/thematische-programmering/klimaatadaptatie-en-gezondheid

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DMP Dore Engbersen - MANTRA

A. Describe the research project

1. Describe the organisational context of your research project.

Name researcher	Dore Engbersen
DMP version (or date last modified)	4/18/2023
Chair group/Business unit	PAP
Graduate school (WU only)	WASS
Supervisor/(co-)promotor(s)	Prof. dr. Ir. Katrien Termeer, Dr. Robbert Biesbroek
Start date of project	01-10-2022
End date of project	01-10-2026
Project number	2100766200
Funding body	NWO

2. Give a short description of your research project.

Title	Participating Fast and Slow: Designing Participatory Governance Arrangements for Healthy and Resilient Rural Areas of the Netherlands
Summary	Climate change and biodiversity loss pose global risks to health and well-being through the deterioration of the earth's natural systems. Some scholars advocate for transformative climate adaptation (TCA) that addresses the root causes of vulnerabilities to climate change by shifting towards socially, ecologically, and economically resilient systems. However, these changes often face opposition as it requires forward-looking decisions in the interest of future generations while these compete with the short-term needs of current generations To ignite and accelerate just transformations that balance these interests, participatory governance is widely promoted. However, challenges exist in creating meaningful and inclusive participation that enables rather than obstructs transformative change. Moreover, scholars disagree on how to improve these participatory processes within the context of transformations. Disagreements predominantly evolve around whether participation should follow a disruptive logic or a more constructive and policy-supporting rationale. This dissertation aims to identify and evaluate participatory governance arrangements within cases of TCA that aim to establish healthy rural areas of the Netherlands (studies 1 and 2). Furthermore, by analyzing these cases' system context, the study aims to analyze conditions that affect the relationship between participatory governance arrangements and TCA (study 3). Finally, based on insights from the first three studies, an experimental approach will be used to study the effect of a specific characteristic of participatory governance arrangements on people's collective ability to deal with conflicts between short- and long-term actions (study 4).

3. List the individual(s) responsible for the following data management tasks.

Data collection	Dore Engbersen
Data quality	Dore Engbersen, Katrien Termeer, Robbert Biesbroek
Storage and backup	Dore Engbersen, Katrien Termeer, Robbert Biesbroek
Data archiving/publishing	Dore Engbersen, Katrien Termeer, Robbert Biesbroek
Data stewardship/support	Tamara Metze
Any other role [...]	

4. Name of data management support staff consulted during the preparation of this plan and date of consultation.

Dr ir Danny de Koning-van Nieuwamerongen
WUR Library – Research Data Management Support
data@wur.nl
Date: 20230425

B. Describe the data to be collected, software used, file formats and data size

5. Will you reuse existing data for this project?

- No. Please, describe below any constraints to re-using existing data.

There is no existing data that I can use for the studies in my research. Although, I might make use of pre-existing scientific reports of cases that I include in my research. At this point, I am not aware of the existence of such cases. If this situation arises I will try to access this data.

6. Will new data be produced?

- Yes

7. When producing new data, describe the data you expect in terms of type, software and format.

Data	Data type (e.g. numerical, video, etc.)	Software (e.g. Excel)	(Open) file format (e.g. csv)	Size	Amount
Database of cases	Tabular	Excel	.csv	1-10 mb	1
Interview transcripts	Textual	MS word	.odt	1-10 mb	~50
Interview guides	Textual	MS Word	.odt	1-10 mb	3
Interview recordings	Audio	n.a	.bwf	1-2 gb	~50
Case documents	Textual	MS Word	.odt	1-10 mb	~100
Codings of interviews and documents	Textual	Atlas.ti	REFi.QDA	100mb	3
Codebook	Tabular	Atlas.ti	REFI.QDA	10MB	3
Notes of observations	Textual	n.a	paper	n.a	
Manuscripts	Textual	MS Word	.odt	1-10 Mb	10
Experiment protocol	Textual	MS word	.odt	1-10mb	1
Vision from co-creation (1)	Textual	n.a	Paper	n.a	
Vision from co-creation (2)	Graphical	n.a	Paper	n.a	
Post-test	Tabular	n.a	Paper	n.a	~50
R-script	Textual	R	R-file	1-10mb	1
Processed data	Tabular	Excel	.csv	1-10mb	1
Figures	Graphical	R	.jpg	1-10 mb	~5

8. Estimate how much data storage you require in total.

- 10-100 GB

C. Storage of data and data documentation during research

9. Where will the data and accompanying documentation/metadata be stored and backed up during the research project?

- Sharepoint/Teams (WUR collaborative platforms)
- OneDrive for Business (WUR cloud storage)
- W:drive (WUR network drive)

Wur network drive

The W: drive will be used for all storing all research data to make sure that data is safely stored and easily shared among the research team. Data will be placed in the W:drive at key moments within the research after appropriate Yoda metadata has been added at the folder level. Key moments in research are at least when RAW data is collected, data is fully analyzed, and at the end of the project.

OneDrive

The OneDrive will be used mainly for intermediate storing of working copies of manuscripts, interview guides and transcripts. An up to date version of the data will always be stored in W:drive.

Data sharing

For data sharing MS Teams will only be used transiently to quickly share data within the project team at WUR where required, but is not used as a long term storage location. An up to date version of the data will always be in W:drive.

D. Structuring your data and information

10. Give a representation of the folder structure you intend to use, or the link.

DoreEngbersen	Raw_data	-Paper_1 -Paper_2 -Paper_3 -Paper_4
Processed_data	-Paper_1 -Paper_2 -Paper_3 -Paper_4	
Scripts	Statistical_anlayses	-Paper_1 -Paper_2 -Paper_3 -Paper_4
Programming_scripts	-Paper_1 -Paper_2 -Paper_3 -Paper_4	
Results	Mathematical_models	-Paper_1 -Paper_2 -Paper_3 -Paper_4
Figures	-Paper_1 -Paper_2 -Paper_3 -Paper_4	
Tables	-Paper_1 -Paper_2 -Paper_3 -Paper_4	
Manuscripts	-Paper_1 -Paper_2 -Paper_3 -Paper_4	

11. Describe the file naming conventions you intend to use.

The file naming convention will include the following in the consequent order, seperated by a underscore (_) symbol:

- description of the content
- subtopic (e.g. name of respondents or identifier)
- project abbreviation
- date (yyyymmdd)
- file version

Example:
intervdata_subA_MANTRAP1_20230424_vRAW

12. Describe the file versioning system you intend to use.

For raw data I will use the following label: vRAW

I intend to use the file versioning system as follows:
version 1= v01
Version 2= v02
Version 3= v03
Version 4 = v04
(...)
Version 16= V16

Subversions will be made by adding a dash, for example:

version 16, subversion 2 = V16-02

E. Data documentation and data quality

13. Describe below what data documentation and metadata will accompany the data.

For each study, a README-file (odt.) will be added to the folder in a file called project documentation. This explains the content and organization of the subsequent folders (raw, processes, results). This includes information on:

Documentation on study level:
- Aims, objectives, hypotheses
- Research Instruments
- Methods
- Sampling procedure
- Interviews questions

Documentation on data level:
- Naming convention within the dataset
- Overview for each data file
- Software used for processing
- Type of data
- Authors
- Date
- Contact persons for data
- Explanation of variables and labels
- Measurement level, format
- Explanation of transcribing conventions and symbols

- Formula and explanation of data processing
- data creator(s) and manager(s) + affiliation(s)

Documentation on folder and file structure
- information on the folder structure
- files present and how they relate to each other
- purpose of the files
- file formats present
- explanation of all used abbreviations within file and folder names as well as within files

Meta Data
The Metadata format I use is Dublin core, which is a convention for describing metadata.

DC Element	DDI Element	Notes
Title	<titl> 2.1.1.1	Title of Data Collection
Creator	<AuthEnty> 2.1.2.1	Authoring Entity of Data Collection
Subject	<keyword> 2.2.1.1	Keyword(s)
	<topcClas> 2.2.1.2	Topic Classification
Description	<abstract> 2.2.2	Abstract
Publisher	<producer> 2.1.3.1	Producer of Data Collection
Contributor	<othId> 2.1.2.2	Other Identification/Acknowledgements - Data Collection
Date	<prodDate> 2.1.3.3	Production Date - Data Collection
Type	<dataKind> 2.2.3.10	Kind of Data
Format	<fileType> 3.1.5	Type of File
Identifier	<IDNo> 2.1.1.5	ID Number - Data Collection
	<holdings location="" callno="" URI=""> 2.1.8	Holdings Information - Data Collection
Source	<sources> 2.3.1.8	Sources - Used for Data Collection
Language		
Relation	<othrStdyMat> 2.5	Other Study Description Materials
Coverage	<timePrd> 2.2.3.1	Time Period Covered
	<collDate> 2.2.3.2	Date(s) of Data Collection
	<nation> 2.2.3.3	Country
	<geogCover> 2.2.3.4	Geographic Coverage
Rights	<copyright> 2.1.3.2	Copyright - Data Collection

14. Describe what data quality controls will be used.

Data quality control practices in the project will include the following elements:

1. Standard operating capture (procedures)

Transcribing data will follow a standard operating procedure that determines the format in which data will be transcribed, the level of detail that is transcribed, and the procedures for omitting data or how to handle missing data (for example when audio is incomprehensible). These SOPs will be set before the transcription and archived in the project documentation.

2. Used controlled vocabulary

The main vocabulary for each study will be created before collecting data with the team of involved researchers. These vocabularies will be documented and added to the project documentation file.

3. Data entry validation

- Format check
  - Checking whether data is in the right format, for example, date format yyyy/mm/dd.
- Data type check
  - Checking whether data has the right measurement level
- Uniqueness check
  - Checking whether certain entries are completely unique, such as email addresses
- Spell check
  - Checking for errors in spelling

4. Peer review of the data

Processes data, such as coding, will be peer-reviewed by three different researchers. These researchers will independently check the coding of the interviews and check whether it is coded correctly and ensure that the quality of coding is in order.

F. Working with sensitive data (personal data, ethics), data ownership, sharing and access

15. Are there reasons (privacy, ethics, contractual agreement, commercial interests, public security, IP rights) to restrict access to the data or limit which data will be made publicly available?

- Yes, please describe the reasons below.

I collect privacy sensitive data which cannot be just made publicly available.

16. Will you process and/or store personal data during your research project?

- Yes. Please, specify below which measures you will take to ensure data protection and safeguard the privacy of the participants in your project.

Yes, I will store the personal data of the interview respondents included in the first three studies. This will include information regarding their name, e-mail, and affiliation. This data will be stored on the WUR network drive. Furthermore identifying information will be stored separately from the the raw and processed data. A separate file will enclose the personal information that is needed in order to identify the personal identity. Access to the data will be approved by the main researcher Dore Engbersen, who approves access to the data.

Personal data will only be collected and stored based on respondents' informed consent. Interview respondents will have to sign the informed consent form before the interview. This form states the aim, procedure, and content of the research. It explicates the benefits and risks of participating and explains how data is stored, processed, and used. Also, it states how, where, and how long data is stored and who is the contact person for managing this data. under all circumstances, respondents have the ability to retract the data and/or review their data.

Whenever possible personal data will be anonymized. Non-anonymized personal information will never be shared outside the team of researchers involved in the PhD project. After completion of the research project (oct, 2026) and when the data is not necessary, personal data will be deleted permanently (including the back-ups). Informed consent forms will be stored until 10 years after completion of the research, in accordance with national privacy law.

17. Is this project registered in SmartPIA?

- Yes.

18. Are there other ethical issues that need to be taken into account?

- Yes. Please, explain.

Conducting a social experiment can present several ethical dilemmas. One such dilemma is the potential harm that participants may experience during the experiment. Researchers must ensure that the benefits of the study outweigh any potential risks or harms to participants. The proposed experiment might affect individuals' views on climate adaptation, other groups in society, and public participation. In turn, this might affect their willingness to participate in upcoming participation processes. Although the potential benefits of improving participatory processes to achieve more transformative climate adaptation are expected to exceed these potential harms. Additionally, there is a responsibility of the researcher to justify the time that people devote to the experiment and make sure that it is used for something valuable. Therefore, the results from the co-creative session will also be used in further sessions with local actors and presented to local governments to not waste people’s time and use the output to create something valuable for the participants involved. This experiment needs ethical clearance by the social ethic review committee.

19. Who has ownership and controls access over the data?

WUR has ownership of the data.

20. Will there be any intellectual property (IP) rights associated with the data?

- No

G. Data archiving and publishing

21. Do you have selection criteria, which allow you to determine which part of the data should be preserved once the project has ended?

- Yes. Please, elaborate below.
- No

- Privacy and sensitive data
  - This data cannot be made publicly available due to privacy regulation
- Costs and time to generate new data
  - when the cost of generating new data is lower than storing it, data will not be stored.
- Long term value
- Wur data policy and regulations for data storage regarding transparency and verifiability of the research.

22. What data will be archived internally (e.g. WUR network drive) for a minimum of 10 years?

- All (raw) data produced during the project will be archived internally.

Data that cannot be made public, such as sensitive and personal data, will be archived in W:drive. Along with that archived data, a reference to the data publication (the data that can be made public, see next question) will be present (to avoid duplicate storage).

The data concerns interview recordings and associated transcripts. Where possible, anonymization / pseudonymization efforts will be undertaken.

23. What data will be published and made available for reuse via a data repository?

- All data produced during the project will be published in a data repository.

Database of cases	Published
Interview transcripts	no, sensitive
Interview guides	Yes, published
Interview recordings	no, sensitive
case documents	No, secondary documents or reports that belong to the case cannot be published.
Codings of interviews and documents	Yes, published
Codebook	Yes, published
Notes of observations	Yes, published
Manuscripts	No, no long term value
Experiment protocol	Yes, published
Vision from co-creation (1)	Yes, published
Vision from co-creation (2)	Yes, published
Post-test	No, but anonymized data will be included in the processed data for verifiability
R-script	Yes, published
Processed data	Yes, published
Figures	Yes, published

24. When will the data be available for reuse, and for how long will the data be available?

- Data available upon completion of the project.

25. Which data repository do you intend to use to make the data findable and accessible?

DANS-EASY

26. Which metadata standard will be used to describe the data during archiving / depositing in a data repository?

DDI of Dublin Core:

DC Element	DDI Element	Notes
Title	<titl> 2.1.1.1	Title of Data Collection
Creator	<AuthEnty> 2.1.2.1	Authoring Entity of Data Collection
Subject	<keyword> 2.2.1.1	Keyword(s)
	<topcClas> 2.2.1.2	Topic Classification
Description	<abstract> 2.2.2	Abstract
Publisher	<producer> 2.1.3.1	Producer of Data Collection
Contributor	<othId> 2.1.2.2	Other Identification/Acknowledgements - Data Collection
Date	<prodDate> 2.1.3.3	Production Date - Data Collection
Type	<dataKind> 2.2.3.10	Kind of Data
Format	<fileType> 3.1.5	Type of File
Identifier	<IDNo> 2.1.1.5	ID Number - Data Collection
	<holdings location="" callno="" URI=""> 2.1.8	Holdings Information - Data Collection
Source	<sources> 2.3.1.8	Sources - Used for Data Collection
Language		
Relation	<othrStdyMat> 2.5	Other Study Description Materials
Coverage	<timePrd> 2.2.3.1	Time Period Covered
	<collDate> 2.2.3.2	Date(s) of Data Collection
	<nation> 2.2.3.3	Country
	<geogCover> 2.2.3.4	Geographic Coverage
Rights	<copyright> 2.1.3.2	Copyright - Data Collection

27. Which licence/terms of use will be applied to the data?

CC-BY is de richtlijn vanuit NWO.

28. If analysis software is generated in this project, describe your publishing strategy below.

N.A.

H. Data management costs

29. What resources (in time and/or money) will be dedicated to data management and ensuring that data is reusable?

Each PhD researcher and the postdoc in the project will spend ca. 10% of the research time on data management and making the data FAIR (as possible). All other costs for storage of data on the W drive are covered by the research chair group. Publication of data in 4TU.research is covered by WUR for up to 100GB.

30. If there are additional costs related to preparing the data for reuse, how will these costs be covered?

N.A.