Project Acronym

AgriFoodBoost

Project title
**Boosting Excellence in Experimental Research
for Agri-Food Economics and Management**

Deliverable 1. 2 Data Management Plan

Due date of deliverable: 31/03/2021

Actual submission date: 30/04/2021

Grant agreement number: 952303   **Lead contractor**: FAZ

Start date of project: 01.10.2020   **Duration**: 36 Months

Project leader: Marija Cerjak

WP1 Coordination and project management

WP1 Leaders Responsible: Marija Cerjak (FAZ) and Maurizio Canavari (UNIBO)

Deliverable responsibility: Maurizio Canavari (UNIBO)

This project has received funding from the H2020 -Coordination and support action -Spreading Excellence, Widening Participation (H2020-WIDESPREAD-2018-2020 / H2020-WIDESPREAD-2020-5) under grant agreement No. 952303		
Dissemination Level		
PU	Public	X
PP	Restricted to other programme participants (including the Commission	
RE	Restricted to a group specified by the consortium (including the	
CO	Confidential, only for members of the consortium (including the Commission Services)	

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Document History

Version	Date (DD/MM/YYYY)	Created/Amended by	Changes
1.0	30/04/2021	Maurizio Canavari	

Scheduled Data Management Plan (DMP) Updates

The DMP is a document that evolves during the lifespan of the project and registers all relevant changes in the life-cycle of all the research data sets of the AgriFoodBoost project. Updated versions of the DMP have already been planned (see table below). Moreover, this document will be updated whenever important changes in the data or the data management policy occur.

Issue	Expected by project month (M)
Initial DMP	6
Intermediate DMP	15
Final DMP	36

Partner Acronyms

Partner extended name (country)	acronym
SVEUCILISTE U ZAGREBU AGRONOMSKI FAKULTET (Croatia)	**FAZ**
ALMA MATER STUDIORUM - UNIVERSITA DI BOLOGNA (Italy)	**UNIBO**
AGRICULTURAL UNIVERSITY OF ATHENS (Greece)	**AUA**
SVERIGES LANTBRUKSUNIVERSITET (Sweden)	**SLU**

Content

The Data Management Plan (DMP)

This document provides details regarding all the research data (RD) collected and generated within the **AgriFoodBoost** project. In particular, it explains the way RD are handled, organized, licensed and made openly available to the public, and how they will be preserved after the project is completed. The DMP also provides motivations when versions or parts of the project RD cannot be openly shared on account of third-party copyright issues, confidentiality or personal data protection requirements or when open dissemination could jeopardize the project achievements.

This DMP reflects the current state of the art of the **AgriFoodBoost** project. However, the details and the final number of the project data sets may vary during the course of research. The variations will be recorded in updated versions of this DMP.

1. Data Summary

AgriFoodBoost aims to improve the scientific, innovation and academic capacities of researchers of the FAZ in order to become competitive on the scientific market, but also to offer new expertise to agri-food business sector. The 3-year project AgriFoodBoost will focus on the usage of experimental economics applied to agriculture, food and the environment and will operate in strong collaboration with 3 partners from Italy, Greece and Sweden.

1.1 Purpose of data

The AgriFoodBoost project will help FAZ to become a regionally leading Centre for experimental agri-food economics and management. The project is aligned with the EU and Croatian Smart Specialisation Strategies tackling sectors recognized among the most competitive in Croatia.

During the 3 years activities include researchers' exchanges, thematic summer schools and workshops, experts' visits, participation at conferences, establishment of a laboratory for experimental economics and a research HUB with a role to bring together universities, industry, and public administration. A special attention has been devoted to early-stage researchers including long-term visits and double mentoring, participation in summer schools, workshops, and PhD conference.

Communication, dissemination, and exploitation activities include efforts to increase awareness of scientific community in Croatia and in the neighboring region on recent developments in experimental economic. Furthermore, these activities are targeted towards businesses and policy makers aiming to increase their awareness and understanding of experimental economics purposes, potential areas of application and benefits as well as towards public promoting experimental economics as a support for rational and responsible decision-making in order to achieve a positive societal and economic impact on the society.

1.2 Types of data

Based on the aims and expected outcomes of the project, several types and formats of data will be generated/collected and used in the project:

- Data from new analysis of existing data sets deriving from previous research.
- Qualitative and quantitative data from existing public or private documentary sources, databases, syndicated data, standardized market research data, any secondary data in general (e.g., FAOstat data, IRI Infoscan data); Croatian Bureau of Statistics, FADN database, primary data already collected as part of experiments conducted by one or more researchers involved in this project.
- Qualitative and quantitative primary data generated in the research undertaken within the project lifespan: experimental and observational data, data from surveys, questionnaires, interviews and focus groups, codes for statistical analysis, codes for software to conduct experiments.
- Personal data provided by the project participants, beneficiaries, advisors, and stakeholders.

1.3 Data use according to the project workplan.

In each WP, the following types of data will be generated (Table 1).

Table 1 - Summary of data by WP and Task

WorkplanID	Workplan Description	Previous research	Secondary data	Primary data	Personal data	Sensitive data	Multimedia record	Meeting minutes	Management data
T1.1	Project coordination				*				*
T.1.2	Quality assurance and risk management				*				*
T.1.3	Mobility management				*	*			*
T.1.4	Communication management						*	*	*
WP 1	Coordination and project management				*	*	*	*	*
T2.1	Long-term and short-term mobilities				*				*
T2.2	Summer schools	*			*			*	*
T2.3	Workshops	*			*			*	*
T2.4	Experts visits				*				*
T2.5	Joint conferences /seminars				*				*
T2.6	The laboratory for experimental economics			*					
WP 2	Enhancement of FAZ scientific excellence in exper	*		*	*			*	*
T3.1	Development of a plan for enhancement of research visibility and networking among project partners and ag	*							*
T3.2	Strengthening research management and administration skills of FAZ				*				*
T3.3	Establishment of a research HUB for experimental economics				*			*	*
T3.4	Writing of scientific papers in co-authorship		*	*					*
T3.5	Joint participations in scientific events	*	*	*					
WP 3	Visibility and networking								*
T4.1	Early stage researchers' mentoring exercise				*	*			*
T4.2	Building scientific know-how of early stage researchers				*				*
T4.3	Building capacity of early stage researchers in educational, scientific and business communication				*				*
WP 4	Early stage researchers								*
T5.1	Development of communication and promotional materials		*	*					*
T5.2	E – communication		*	*	*	*			*
T5.3	Events and networking		*	*	*	*	*	*	*
T5.4	Work with media		*	*	*	*	*		*
WP 5	Communication and dissemination								*

1.4   Data formats

Research teams have agreed to convert RD from proprietary formats to well-known and documented open formats to facilitate accessibility and reusability (Table 2).

Table 2 – Summary of data format

Type of data	Formats used during data processing	Formats for sharing reuse and preservation
Multimedia, imaging	BMP, TIFF	GIF, JPEG, PNG
Multimedia, audio	MP3, WMA	MP3, OGG
Multimedia, video	AVI,	MP4
Text, desktop publishing documents	Doc, docx	PDF (non-editable), ODT or RTF (editable)
Text, presentation documents	PPT, PPTX	PDF (non-editable)
Database documents	MDB, SPS, DAT, XLS, XLSX	ODB, TXT, CSV (ASCII)
Archiving and compressing	RAR, ZIP	ZIP
Other, web documents	Doc, docx	HTML
Other, spreadsheets	XLS, XLSX	PDF (non-editable), ODS (editable)
Other, statistical code	DO, SPS, DTA, other proprietary	ASCII files
Other, reference management systems	Proprietary formats (e.g., EndNote XML, XLS, Reference Management XML)	Standard formats (e.g., .bib, .RIS, .csv)

Documentation files explaining all relevant details regarding data characteristics, data collection, processing methodologies and quality assurance (e.g., "readme" files) are deposited along with the data sets in .txt, .odt, .rtf or .pdf format.

The existing data reused in the course of the project are from different sources:

Public sources:

- FAOstat data
- IRI Infoscan data
- Croatian Bureau of Statistics
- FADN database

Own research data:

- Research data from Vilma Xhakollari's PhD thesis
- Research data from Veronica Paradiso's bachelor thesis

1.5   Data utility, users, and beneficiaries

As it was previously mentioned, the data produced can be of interest to different potential users. They may include:

- researchers at FAZ and partner Research Institutions,
- policy makers, range from European, national, regional, and local authorities.

- stakeholders operating in the agricultural and food industry (e.g. Croatian chamber of Commerce, Croatian Chamber of Agriculture)
- other institutions, such as sectorial NGOs, LAGs

1.6 Data size

The expected size of the data is in the range between few kB to tens of MB, thus there is no need to provide special resources for their storage at the moment. Towards the end of the project there may be the need to store some multimedia files. Therefore, we anticipate a need of about 1 TB of space in the data management tool at our disposal and there will be the need to secure extra space.

2. FAIR Data

This DMP follows the EU guidelines[1] and describes the data management procedures according to the FAIR principles[2]. The acronym FAIR identifies the main features that the project RD must have in order be findable, accessible, interoperable, and re-useable, allowing thus for maximum knowledge circulation and return of investment.

2.1 Making data findable, including provisions for metadata

At the moment of publication of project results, each research teams will deposit and describe the relative underlying data sets in institutional or public data repositories that can attribute persistent unique identifiers to the deposited items. Partners are strongly recommended to use the persistent unique identifiers (DOI or Handle) to cite the data sets as underlying data within their research publications. The chosen data repositories support standard descriptive metadata to ensure data sets indexing and discoverability. In particular, they all support Dublin Core and DataCite Metadata Scheme. Moreover, they comply with the OpenAIRE 3.0 requirements for data archives. As a consequence, the project data sets will be visible via the OpenAIRE portal, facilitating project reporting procedures.

Regarding making data findability, documents of public interest (such as works, research) will be available after the project. Ali internal documents (such as deliverables), even though they are currently publicly available will be kept only on website and our internal system MOD.

(See Table 3 for the list of the chosen data repositories).

2.1.1 Keywords and metadata

Specific keywords derived, when possible, from thesauri and controlled vocabularies will be associated to each data set to enhance semantic discoverability. The AgriFoodBoost consortium is mainly focused on the economics community, therefore it will use the JEL Classification System / EconLit Subject Descriptors.

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[1] Guidelines on FAIR Data Management in Horizon 2020 (Version 3.0, 26 July 2016), http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf

[2] The FAIR data principles (Force11 discussion forum), https://www.force11.org/group/fairgroup/fairprinciples

2.1.2 Naming rules

AgriFoodBoost RD are organized in data sets, which are named collections of data units with the same focus and scope. In this DMP the following **common rules are suggested for data set naming** in order to improve data visibility, discoverability, citation and permanent online tracking. The recommended data set title structure consists of:

PROJECT ACRONYM:

WPnumber: WP#

WP title: xxxxx

Tasknumber: Tx.x

Task title: xxxxx

Version number: (0 for the drafts, n for the approved versions)

Example:

PROJECT ACRONYM: AgriFoodBoost

WPnumber: WP1

WP title: Coordination and project management

Tasknumber: T1.1

Task title: Project coordination

Version number: 0.1

The version number of the data set will be added at the end of the title in case of data revisions to help identifying the data set updates especially in repositories that do not track versioning automatically (see *Annex I* for data set names, unique identifiers and descriptions).

The DMP recommends also the following rules for file naming:

- for data set file(s)

    AFB_WP#_T#_YYYYMMDD_vn_[short description].file extension

    Example:

    AFB_WP1_T1_20210329_00_KOMdemographics.csv

- for readme file(s)[3]

    README_AFB_WP#_T#_YYYYMMDD_vn_[short description].file extension

    Example:

    README_ AFB_WP1_T1_20210329_00_KOMdemographics.txt

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[3] A "README" file is a document containing relevant information about data set authorship, terms of reuse and responsibilities, explaining data set content and structure, collection procedures and analysis (such as file specifics, methodologies, codebooks of variables, data sources, and further necessary notes). (See Annex II to visualize the suggested README file template).

WP# means "work package number" T# is "task number", and vn is the "version number" (in case of data revisions or updates).

2.2 Making data openly accessible

As a guiding principle, AgriFoodBoost to make RD openly available, whenever possible, in order to allow dissemination, validation and re-use of research results. To this purpose, all the files will be converted to standard and well-documented open formats (as illustrated in Table 2) and the data sets will be deposited together with all relevant documentation and explanation.

Restrictions to access are applied only in the following cases:

- when collected data belongs to third party which have denied permission for sharing them
- on account of confidentiality and proprietary issues;
- when protection of personal data of key informants involved in surveys, focus groups, interviews, and case studies is necessary;
- when availability of the data would mean that the project's main aim might not be achieved (reasons will be explained in the accessibility details relating to each data set described in Annex I);

As a consequence, all possible and legitimate actions and strategies are adopted to allow data sharing including:

- obtaining copyright permissions from third party data owners to be allowed to re-use, reproduce and distribute the collected data;
- converting the files to standard open formats;
- providing all relevant documentation and explanation for the data and the data sets;
- obtaining the consent of stakeholders involved in focus groups and anonymizing and aggregating the data of interviews;
- in case of copyright on raw data derived, collected or elaborated from pre-existing databases or from other original sources (i.e. papers, journal articles, book chapters, reports, video and audio sources), collected data will be made available if the reproduction and sharing are allowed by expressed permission of the right holders or by applicable copyright exceptions and exemptions. Specifically, reproductions and communication of brief excerpts of texts and of other protected works are permitted for illustration purposes for scientific research, provided that the source, including the author's name, is acknowledged and provided that the use does not conflict with the exploitation of the original source and does not unreasonably prejudice the legitimate interests of right holders. Otherwise, only aggregate data resulting from the analysis will be openly published. Anyway, when the sources are freely available on-line in their original repositories, but direct reproduction is not allowed, a detailed account on how the data set was created from the original data will be provided, together with the specification of open repositories from where the original data sets are available. Raw data consisting in full texts will not be made available without copyright holder's permission.

For data that fall under some of the restrictions described above and for which it is not possible to take any action to make them shareable, the EU allows complete closure or restricted access

to them. Therefore, **the AgriFoodBoost DMP indicates the versions or parts of the data sets that cannot be freely shared providing the specific motivations in *Annex I*.**

At the time of publication of results, researchers deposit the project data that can be shared in one of the data repositories chosen by partners and specified in Table 3, in order to guarantee their discoverability, access and preservation beyond the project end.

The data repositories chosen by partners are both institutional and public repositories. They guarantee long term preservation and attribute persistent unique identifiers to the archived data sets (such as DOI or Handle). They support open licenses and different access levels. Finally, they adopt descriptive metadata standards as required by the OpenAIRE Guidelines and allow cross-linking between publications and the relevant data sets.

Each different data set is deposited by the team that is responsible for the data collection and management in the repository of their choice.

Table 3 – Summary of repositories for data sets publication and preservation chosen by the AgriFoodBoost partners

Partner	Repository name	URL	Type	Permanent ID	OpenAIRE compatibility?
FAZ	**Repository of Faculty of Agriculture University of Zagreb**	https://repozitorij.agr.unizg.hr/en	Institutional	URN:NBN	v3
UNIBO	**AMS Acta**	https://amsacta.unibo.it/	Institutional	DOI	v4
AUA	**AMS Acta**	https://amsacta.unibo.it/	Institutional	DOI	v4
SLU	**Swedish National Data Service (SND)**	https://snd.gu.se/en/describe-and-share-data	Institutional	DOI	

For each deposited data set, all relevant documentation explaining data collection procedures and analysis (such as codebooks, methodologies, etc.) will be made available along with the data, in order to guarantee intelligibility, reproducibility and the validation of the project findings. Moreover, the deposited documentation specifies the tools and software recommended to reproduce and reuse the data, when necessary. (See Tab.4 for examples of tools and software enabling reuse of the dataset).

2.3 Making data interoperable

All data sets will be described using standard descriptive metadata, such as Dublin Core and DataCite Metadata Schema in order to ensure metadata interoperability for indexing and discoverability. All relevant documentation explaining codebooks, users' manuals, data collection procedures and analysis will be made available along with the data in order to guarantee intelligibility, reproducibility and the validation of the project findings.

To allow data exchange and re-use among researchers, institutions, organisations, countries, etc., partners will convert all shareable data from proprietary formats and will made them available in well-known and documented open formats (see Table 2 for details), as much as possible compliant with available (open) software applications. In case particular software is used in data processing, full explanation and instructions will be included in the deposited documentation (a summary of the tools and software enabling the reuse of data sets is described in Table 4).

Table 4 – Summary of tools and software for enabling re-use of the data sets

Tools/software
PDF viewers
Text viewers
Open multimedia viewers
Open desktop publishing software
Open spreadsheet viewers/editors
R free software for statistical computing

2.4 Increase data re-use (through clarifying licences)

AgriFoodBoost distributes the shareable data by adopting licenses that allow re-use of the data and of the data sets in their entirety by other scholars and stakeholders. The data sets are made available, unless otherwise stated, under a Creative Commons BY NC license, where:

BY – Credit must be given to the creator

NC – Only noncommercial uses of the work are permitted

In general, data are made openly available as underlying data necessary to validate the research results immediately at the time of publication of public reports and scientific papers. Data are given full citation from official project publications and web site and they are made available through institutional or public data repositories compliant with OpenAIRE requirements[4]. (See Table 3)

It is possible that an embargo period may be applied to some data sets to allow full exploitation of research results by the partners. Embargoes applied to the datasets are specified in the descriptive tables.

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[4] OpenAIRE, *For Data Providers* https://www.openaire.eu/intro-data-providers

The RD that are made openly available are deposited in open formats in Institutional repositories that guarantee long term preservation to archived items, therefore they will be re-usable by third parties after the end of the project.

The RD that are covered by confidentiality or cannot be shared because of privacy reasons will be stored in MOD (https://mod.srce.hr/?redirect=0&lang=en). and destroyed or made anonymous after use and in any case before the end of the project.

Back-up copies of the RD that cannot be shared and cannot be deposited in institutional or public data repositories can be stored in the secured individual researcher's device.

The quality of the data will be carefully assured by the data management team which is led by a person from FAZ and is composed of three other members appointed by each the partners. They will meet every two months in order to evaluate the content of the data repository and assure its compliance with this DMP. They also need to verify that all the relevant data are present.

2.5 Allocation of resources

Making data FAIR requires an investment of money and researchers' time. In AgriFoodBoost case, cost of data preservation after the project end are null because the chosen repositories do not apply fees for archiving and data curation.

During the project, a shared storage solution has been adopted to share data among partners.

The project coordinator will make available to all the partners the access to its own multilingual e-learning system Mod, which allows sharing internal data. The system is intended to support e-learning projects in the community, primarily those that were created or launched within the academic community, and it is maintained by the staff of the Centre for E-learning in Zagreb.

The system is accessible through the link: https://mod.srce.hr/ and it allows support in the Croatian, English, and Italian languages.

The cost to activate and maintain it for the duration of the project will be covered by the project budget. The budget covers also the costs related to the project website setting up.

Costs related to data management and documentation, conversion of proprietary data files into open formats, and deposit procedures can be estimated about 3-5% of the total amount of Person-Months assigned to each Partner for the research activities. A special case is represented by the time-consuming activities related to processing of interviews (i.e. transcription, translation and anonymization). Processing costs are estimated, for each Partner involved, about 0.1 Person-Months/hour of audio recording. Moreover, the activities related to the DMP (such as providing guidance on data management and open access issues, coordinating the Partners, and preparing the DMP) will require the allocation of about 3 Person-Months a year for the whole duration of the project.

Costs related to the preparation of the DMP, the datasets management and descriptive documentation, the conversion of data files to open formats and data sets self-archiving procedures are covered by the person-months of the research personnel involved in the project, for an estimated amount of 2 P-M.

Responsible for data management are the data sets creators who are generally the team leaders directly involved in RD organization and collection (seeTable 5). Researchers are encouraged to

identify themselves with the unique persistent identifier ORCID. Registration is free of charge for researchers and allows for automated linkages between the researched identity and his research activities and outputs.

Table 5 – Summary and ORCID ID of the research team leaders

Team	Leader	ORCID ID	mail
FAZ	Cerjak, Marija	0000-0003-0696-4364	Not disclosed
UNIBO	Canavari, Maurizio	0000-0003-0573-7880	Not disclosed
AUA	Drichoutis, Andreas	0000-0002-4082-4560	Not disclosed
SLU	Lagerkvist, Carl-Johan	0000-0003-1191-9445	Not disclosed

Moreover, partners are encouraged to identify and cite all contributors (See Tab.6) participating in data management activities, specifying their roles according to a given standard vocabulary (DataCite Metadata Schema).

Table 6 – Summary of team members involved in the data sets collection and management.

Team	Member	ORCID ID (if available)	Role
FAZ	Marija Cerjak	**0000-0003-0696-4364**	**Project Coordinator**
	Josip Juračak	**0000-0002-7745-2019**	**Project Member**
	Damir Kovačić		**Project Member**
	Željka Mesić	**0000-0002-9349-1560**	**Project Member**
	Branka Šakić Bobić	**0000-0001-9372-7628**	**Project Member**
	Vesna Očić	**0000-0002-0323-6743**	**Project Member**
	Marina Tomić Maksan	**0000-0002-4026-9173**	**Project Member**
	Tajana Čop	0000-0002-1792-263X	**Project Member**
	Mateja Pećina	**0000-0002-6531-1657**	**Project Member**
	Kristijan Bilić		**Project Member**
UNIBO	Castellini, Alessandra	**0000-0002-1750-4817**	Project Member
	Gallina Toschi, Tullia	**0000-0001-7241-2280**	Project Member
	Rodriguez Estrada, Maria Teresa	**0000-0001-6406-4183**	Project Member
	Xhakollari, Vilma	**0000-0001-9318-1039**	Researcher
	Medici, Marco	**0000-0003-4684-7672**	Researcher
	Rivaroli, Sergio	0000-0002-7220-223X	Researcher, Data collector
	Canavari, Maurizio	0000-0003-0573-7880	Project Member
AUA	Andreas Drichoutis	**0000-0002-4082-4560**	Researcher
	Achilleas Vassilopoulos	**0000-0001-6302-0015**	Researcher
	Stathis Klonaris	**0000-0003-3497-2193**	Researcher
	Evrydiki Spyropoulou		Project Member
SLU	**Jens Rommel**	**0000-0002-0693-8134**	Project Member

Keys for "Role" column: Data Collector (such as survey conductors, interviewers…), Producer (person responsible for the form of a media product), Project Member (a researcher indicated in the GA), Researcher (an assistant to one of the authors who helped with research, data collection, processing and analysis but is not part of team indicated in the GA), Research Group (the name of a research institution or group that contributed to the data set).

(See *Annex I* for details about data management responsibilities related to each project data set).

2.6 Data security

At each institution, RD will be stored in computers, laptops, intranets or hard-drives accessible through institutional password periodically modified according to national law provisions for data security and protected by regularly updated antiviruses. None of the project data will be left inadvertently available. All the research materials stored in computers are subject to regular backup in order to safeguard them from accidental losses. All the data will be password protected. If mobile devices are used to store data files (e.g backup files), they will be kept in a safe place accessible only to the researchers involved or will be encrypted with ad-hoc software.

A cloud storage solution will be adopted for data sharing among research teams. In this case, as well, regular backup of the data will be performed to ensure data recovery. In addition, all Partners are asked to keep local updated copies of all their files.

Long term preservation of public data is ensured by the chosen data repositories that have specific preservation policies.

- The Repository of Faculty of Agriculture University of Zagreb …
- UNIBO AMS Acta guarantees long term preservation to the archived materials also thanks to a deposit agreement with the National Central Library in Florence.
- The AUA will use UNIBO's repository.
- The SLU repository s the Swedish National Data Service which is several protective measures installed (https://snd.gu.se/en/manage-data/plan/protect-the-data).Ethical aspects

In the AgriFoodBoost project, the only anticipated ethical or legal issues that can have an impact on data sharing are related to compliance with privacy laws and protection of personal data. The partners will make sure that any release of personal data will be required only if strictly necessary to perform a specific task (e.g., processing payments) and will be used for that purpose only.

The personal data collected during surveys, interviews, focus groups, case studies, etc. will be subject to the request of an explicit consent (also in the form of a screening question in the questionnaire itself) and the personal data will be either stored separately from the information provided by the respondents or destroyed after the data have been collected, checked, validated and used in the analysis. No personal data will be made publicly available in the shared RD datasets.

2.7 Other issues

No other national / funder / sectorial / departmental procedures for data management are currently foreseen. In case of implementation of these procedures, these will be illustrated in the next versions of the DMP.

3. Data sets overview

The following table (Tab.7) offers an overview of the data sets expected from the project which are described more in detail in *Annex I*. It will be updated according to DMP changes and variations..

Table 6 – Data sets list.

n°	WP	LB	TASK or SUBTASK	PP	CT	DATA SET (tentative title)	SOURCE	STATUS

Table acronyms and abbreviations: n°= data set progressive number, LB = WP lead beneficiary, PP = project phase (starting month-ending month), CT = creator team in charge of curating the data set, C=collected, G=generated, A=available, IP=in progress, NYA=not yet available.

Annex I: Data sets tables

The analytic descriptions of the expected data sets of AgriFoodBoost project are reported in this Annex organized by work-packages.

WP 1 – Coordination and project management

The main objective of this WP is to ensure the proper overall management of the AgriFoodBoost in order to successfully complete the project goals on time respecting project budgetary framework and the legal framework of the EU. More specifically, the objectives are the following:

1.1. To administrate and coordinate the project resources including budget spent and utilised efforts.

1.2. To manage legal, financial, administrative, scientific/technical and ethical aspects of the project including promotion of gender equality while emphasizing quality assurance.

1.3. To monitor and control the envisaged Project's work plan and to coordinate work of WPs' leaders

1.4. To identify, manage and resolve potential risks, unforeseen problems and conflicts connected to the realisation of the work plan

1.5. To build up international project management experience of FAZ, providing advice-model of good practice from UNIBO, AUA and SLU to FAZ

Lead: **FAZ / UNIBO**

Participants: **FAZ, UNIBO, AUA, SLU**

Months: **1-36**

Potential users for the data sets of this WP include internal members of the project.

num	status	
ID [ID type]		
Version		
Team in charge		
Creator/s		
Contributor/s		
Contact Person/s		
Contents		

num	status	
Data format		
Data volume		
Accessibility		
Related publication/s		

WP2 – Enhancement of FAZ scientific excellence in experimental economics

The aim of this WP is to increase FAZ scientific excellence by rising its researchers' knowledge and skills in doing experiments in the field of agri-food economics. More specifically:

2.1 To increase FAZ researchers' understanding of the role of experiments in economic theory testing and theory suggesting.

2.2 To advance know-how of FAZ researchers in design of economics experiments in the field and in laboratory settings.

2.3 To build know-how of FAZ researchers in experimental methods (e.g. choice experiments and experimental auctions, bargaining experiments).

2.4 To improve FAZ researchers' skills in experimental data analyses by using experiment management software (Z-tree) and statistical software packages (e.g. Stata or R).

Lead: **FAZ / SLU**

Participants: **FAZ, UNIBO, AUA, SLU**

Months: **4-35**

Potential users for the data sets of this WP include students who will participate in the summer schools and project members

num	status	
ID [ID type]		
Version		
Team in charge		
Creator/s		
Contributor/s		
Contact Person/s		

num	status	
Contents		
Data format		
Data volume		
Accessibility		
Related publication/s		

WP3 – Visibility and networking

The aim of this WP is to use synergy of the project partnership for increasing visibility of FAZ agri-food economics research, as well as for broadening FAZ networks with the business sector. Regarding the visibility of FAZ scientific work, there is a lot of space for improvement since its involvement in the high-level research community is rather modest. The level of journals where FAZ agri-food economics papers have been published so far is usually in third or fourth quartile according to WoS impact factor. Moreover, FAZ researchers are not involved in high-end international scientific projects frequently enough. One of the reasons for the existing situation, which is to be improved with the project implementation, is the lack of linkages with agri-food business sector at the national level. Strong networking with businesses is a necessity for development of research and innovation in the following ways:

 Strong linkages with real business sector provide numerous research topics and challenges as well as sources of data for high-quality research work.

 Researchers and businesspeople networks provide the most efficient way for transfer of research results and newly created knowledge in general.

To address the issues of low visibility of agri-food economics research in the international science community as well as of underdeveloped scientific and business-related networks, specific objectives of this WP are:

3.1. To develop a plan for enhancing visibility and networking in research and innovation within and between the scientific and business community

3.2. To write high-end scientific papers for publishing in leading scientific peer reviewed journals

3.3. To prepare joint scientific project proposals for H2020 or similar funding programmes

3.4. To participate in international scientific events with emphasis on those which connect science and business

3.5. To establish a research HUB for experimental economics enabling increased visibility of FAZ research among agri-food business entities in Croatia and in the region.

Lead: **FAZ/UNIBO**

Participants: **FAZ, UNIBO, AUA, SLU**

Months: **1-36**

Potential users for the data sets of this WP include internal and external interested parties.

num	status	
ID [ID type]		
Version		
Team in charge		
Creator/s		
Contributor/s		
Contact Person/s		
Contents		
Data format		
Data volume		
Accessibility		
Related publication/s		

WP4 – Early stage researchers

The main objective of this WP is to promote the involvement of early stage researchers / PhD students in FAZ and international scientific environment. At present, there is only one early stage researcher / PhD student at FAZ working in the area of agri-food economics, and within the project another PhD student working in this field will be employed. However, in order to make the FAZ research group interdisciplinary, in the project are involved two early stage researchers from the Department of Animal Science and Technology, and the Department of Fisheries, Beekeeping, Game management, and Special Zoology.

Specific objectives of this WP are:

4.1 To upgrade early-stage researchers career plans, consultation on PhD research, review and co-mentoring PhD thesis

4.2. To enhance early-stage-researchers' capacity on scientific communication.

4.3. To develop early-stage researchers skills for effective transfer of knowledge and research ideas toward industry/businesses.

4.4 To help early-stage-researchers' in networking and inclusion in interdisciplinary research teams both at universities and in business sector.

4.5 To ensure sustainability of the research group.

Lead: **FAZ/AUA**

Participants: **FAZ, UNIBO, AUA, SLU**

Months: **3-36**

Potential users for the data sets of this WP include PhD students and their mentors.

num	status	
ID [ID type]		
Version		
Team in charge		
Creator/s		
Contributor/s		
Contact Person/s		
Contents		
Data format		
Data volume		
Accessibility		
Related publication/s		

WP5 – Communication and dissemination

The main aim of this WP is to timely and efficiently communicate with wider public and the key audiences in order to raise the awareness of the project and its activities. This will ensure that key stakeholders can contribute to, and act on the findings in a timely fashion.

Specific objectives are:

1.1 To inform scientific, business and general public about the project and its achievements

1.2 To increase the visibility of the FAZ and AgriFoodBoost research group

1.3 To sensitize scientific and business communities on current agro-economic research and its benefits

1.4 To participate to and organize events for increased and effective dissemination of information to target stakeholders and promotion of AgriFoodBoost results.

Lead: **FAZ/SLU**

Participants: **FAZ, UNIBO, AUA, SLU**

Months: **1-36**

Potential users for the data sets of this WP include project members, interested stakeholders and general public.

num	status	
ID [ID type]		
Version		
Team in charge		
Creator/s		
Contributor/s		
Contact Person/s		
Contents		
Data format		
Data volume		
Accessibility		
Related publication/s		

Annex II: "README" file template

README file

Data Set Title: **"[insert title as defined in the DMP]"**

Data Set Author/s: **Name Surname** (Affiliation), ORCID (if available);
[Add one or more creators, if present]

Data Set Contributor/s: **Name Surname** (Affiliation), ORCID (if available);
[Add one or more contributors, if present. Otherwise, cancel this line]

Data Set Contact Person/s: **Name Surname** (Affiliation), ORCID (if available), email;
[Add one or more contact person]

Data Set License: this data set is distributed under a **(INSERT LICENSE)**
[Insert the chosen license as indicated in the DMP: e.g. "this data set is distributed under a Creative Commons Attribution 4.0 International (CC BY 4.0) license, **https://creativecommons.org/licenses/by/4.0/**"]

Publication Year: **(insert YEAR)**

Project Info: **[insert PROJECT ACRONYM] ([project full title],** funded by European Union, Horizon 2020 Programme. Grant Agreement num. **[insert grant agreement number];** **[insert project website url]**

Data set Contents

The data set consists of:

[Indicate the files that compose the dataset and their name and format.

WE <u>STRONGLY SUGGEST YOU</u> TO FOLLOW THE EXAMPLES PROVIDED FOR THE FILE NAMING, MATCHING THE DATASET FILENAME WITH THE README ONE

In the following examples the data sets were composed by only one file. In case the dataset consists of more files you can name them as described and put them in a compressed folder. In this case readme file name should match the compressed folder name]

EXAMPLE1

- 1 textual qualitative file saved in .rtf format
  "ProjectAcronym_WP3_T3-2_ItalyInterviews_20161221_v01.rtf"
  [structure of the filename "ProjectAcronym_insert WP number_insert Task number, e.g. T3.2_ insert Content Describing Keywords_insert date YYYYMMDD_insert version, if needed.format"
  Suggested format:
  -for textual qualitative data .rtf or .txt
  -for tabular quantitative and qualitative data .csv
  avoid proprietary formats such as .doc/.docx and .xls/.xlsx]

- 1 README file
  "README_ProjectAcronym_WP3_T3-2 _ItalyInterviews_20161221_v01.rtf"
  [Same naming as the dataset file. Preferred format .rtf/.txt, allowed format .pdf]

EXAMPLE2

- 1 tabular quantitative file saved in .csv format
  "**ProjectAcronym_WP7_T7.3_Questionnaire_Sweden_20170905.csv**"
- 1 README file
  "**README_ProjectAcronym_WP7_T7-3_Questionnaire_Sweden_20170905.rtf**"

Data set Documentation

Abstract

….

[Insert a brief abstract describing the content of the dataset]

Content of the files:

- file **[Insert filename]** contains ...

[Provide a brief description of the content of the file/s. This is an example of how you could start]

- file **[Insert filename]** contains ...
- …

File specifics

…

[Provide useful info regarding file conversion etc… (Optional)

Please indicate instruction/technical info in order to allow potential users to correctly visualize and reuse your data (e.g. specific software, …).

In case of data converted in open formats it could be useful to provide some further information. For example if you deposit for long term preservation a .csv file derived from an excel you can describe the conversion. Here is an example of description of conversion using libre office calc software:

To create the .csv files, "LibreOffice Calc" version: 5.1.4.2 (portable) was used, with the following specifics:
•Character set Europa occidentale (Windows-1252/WinLatin1)
•Field delimiter « , » (comma)
•Text delimiter « " » (quotes)]

Notes

…

[Related to the whole dataset or to single files of a multi-file dataset (Optional)]

Data sources

…

[Optional]

Methodologies

…

Codebook of variables

…

Annex III: Open Access status of project publications

In the following table (Tab.8) it is reported the updated list describing the open access status of the project publications and the underlying data sets. Currently there are no publications published in the framework of the project.

Table 8 contains a template of the information that will be provided for all the Open Access publications resulting from this project.

Table 8 – Open access status of AgroFoodBoost publications and data sets.

Publications	
Bibliographic citation of the publication	
Archived in repository for Open Access?	Y/N, in case of "Yes" indicate the repository and link to the deposited copy
Status	Open Access/embargo/closed access, indexed in OpenAIRE or not
Related dataset/s	Data set num: cite dataset
Bibliographic citation of the publication	
Archived in repository for Open Access?	Y/N, in case of "Yes" indicate the repository and link to the deposited copy
Status	Open Access/embargo/closed access, indexed in OpenAIRE or not
Related dataset/s	Data set num: cite dataset
Archived in repository for Open Access?	
Status	
Related dataset/s	
Archived in repository for Open Access?	
Status	
Related dataset/s	