For any project generating new data, applicants must develop a draft Data Management and Sharing Plan (DMSP) to include as an attachment to their application, in addition to the primary Application Form (Attachment B). Applicants must use the Atlantic Offshore Research (RWSC & ROSA) template available through DMPTool (dmptool.org) to create their DMSP.

At the application stage, applicants are only required to submit a draft DMSP with the information completed to the best of their ability, with the understanding that some data collection, data management, and data storage issues may not be fully known at this stage. However, please note that awarded projects will be required to prepare a final DMSP within 6 months of project kickoff and updated semiannually throughout the period of performance. For any project proposal that includes the generation of new data and/or modeling, MassCEC expects that all model outputs, code, and data will be made publicly available within approximately one year of generation/collection. The draft DMSP should describe how applicants plan to meet this requirement.

Background
The Regional Wildlife Science Collaborative (RWSC) and Responsible Offshore Science Alliance (ROSA) developed this joint DMSP template to support coordinated, high-quality data stewardship across U.S. Atlantic offshore research projects. The template integrates guidance from the RWSC Data Governance Subcommittee and the ROSA Data Governance Program, embedding recommended repositories, data standards and standardized data sharing timelines to promote consistency across projects.

A DMSP helps to ensure that research outputs are Findable, Accessible, Interoperable, and Reusable (FAIR), and that data are made available to support decision-making and future research as quickly as possible. This will also help both the funder and research communities to track and compile information about data being produced at various times and locations under various funding sources, ultimately supporting effective data repositories.

About the template
This template covers the following topic areas: wildlife monitoring, fisheries research and monitoring, oceanographic data, benthic studies, telemetry, passive acoustics, eDNA, socioeconomic research, models and code, and derived data products. For projects that are generating new data that is not covered in the template, there is flexibility to adapt the inputs as necessary.

Questions on using the template?
If you need assistance with the DMSP template, please submit any questions in writing to Zach Jylkka, MassCEC's Offshore Wind Senior Program Manager (offshorewind@masscec.com). Questions must be submitted by the date stated in on the MassCEC website and Section VI of the RFP document, and the words: "Question – 2026 SRA RFP" must appear in the email subject.

Instructions: Creating your draft DMSP with DMPTool

1. Log in to DMPTool
   - Go to https://dmptool.org.
   - Create an account or sign in with existing credentials.
2. Start a New Plan
   - Click "Create Plan."
   - **Important**: Initially select "Regional Wildlife Science Collaborative (RWSC)" as your primary funding organization to access the correct template.
   - Select the "Atlantic Offshore Research (RWSC & ROSA)" template.
3. Update Funder Information
   - Once the template loads, change the Funder field to the "Massachusetts Clean Energy Center (MassCEC)" under the Project Details tab.
   - Funding Status - choose "Planned."
4. Complete Sections
   - Write Plan tab - Fill out all sections relevant to your project. Guidance from RWSC and ROSA is provided to the right of each question.
     i. Roles & Responsibilities, Data Stewardship, Research Inputs, all applicable Research Outputs
     ii. It is understood that at this stage, some data collection, data management, and data storage issues may not be fully known. Please complete as many sections with as much detail as you are able.
   - Select "None" for the first question for each research output type not applicable to your project.
5. Save Draft and Share
   - Save your work regularly as a draft.
   - Using the Download tab, export a Word or PDF version of the draft plan.
   - Include a project details coversheet, section headings, and question text.
6. Attach draft DMSP to Proposal
   - Attach the completed DMSP to your proposal submission package.
   - In the "Finalize Plan" tab, applicants may keep the plan visibility "Private" or "Organization" while the proposal is under review if they wish.