PAGES Data Stewardship Fellowship

1. Background

Data stewardship is a central objective of PAGES. These activities are part of the entire lifecycle of research, from the conception to the archiving of data, with the goal of providing future data users with high quality and easily accessible data.

Since the beginning of PAGES, data have been valued as a resource that must be managed in order to make them findable, accessible, interoperable, and reusable ([Wilkinson et al. 2016](https://www.nature.com/articles/sdata201618)). Over time, huge amounts of data have been collected from a variety of sources to reconstruct past changes. Moreover, teams of scientists have built community-sourced databases amassing large numbers of records from different archive types to reconstruct past global changes.

PAGES recognizes that such activities are essential, in particular with regards to addressing big questions that cannot be answered by a single research team but rather only through broader collaboration of scientists in the form of working groups (WGs). PAGES has always strongly encouraged its WGs to deposit all data produced within the framework of or used in PAGES activities in a long-term repository, in an archive of the World Data System ([WDS](https://www.worlddatasystem.org/)) such as [NOAA-NCEI (World Data Service for Paleoclimatology)](https://www.ncdc.noaa.gov/data-access/paleoclimatology-data), [Neotoma Paleoecology Database](https://www.neotomadb.org/), or [PANGAEA](https://www.pangaea.de/). PAGES has also issued [data guidelines](http://pastglobalchanges.org/data/data-guidelines) and procedures for making data available. Moreover, all PAGES WGs are required to identify a data liaison officer responsible for data stewardship and archiving, to ensure that data and metadata conform to the standards of the WG's chosen data repository.

However, until now, no direct financial support has been allocated to the planning, creation, curation, and updating of databases, nor to their transfer to a long-term public repository, and we acknowledge that this is becoming an increasingly important aspect of the output by PAGES WGs.

1. Purpose of funding

This call for proposals is for a stipend for a data steward to work on data compilation and curation, with the goal of generating a data product available in a trusted data repository (e.g. as [NOAA-NCEI (World Data Service for Paleoclimatology)](https://www.ncdc.noaa.gov/data-access/paleoclimatology-data), [Neotoma Paleoecology Database](https://www.neotomadb.org/), or [PANGAEA](https://www.pangaea.de/)), which follows our [data guidelines](https://pastglobalchanges.org/science/data/data-guidelines). Updating existing databases and database maintenance are also eligible for support.

The support can be requested only by current working groups, or those that have sunset within the last 2 years. Working groups may only apply for one DSS per 3-year-phase (i.e. once in three years).

The DSS is not intended for general IT support such as IT upgrades, lab website management, etc.

Projects should aim to make the collected data FAIR (Findable, Accessible, Interoperable, and Reusable). Thereby a clear plan for long-term archiving in a trusted repository must be outlined. The [World Data System](https://www.worlddatasystem.org/community/membership/regular-members), as well as some journals (for example, [Earth System Science Data Discussions (ESSDD)](https://www.earth-system-science-data.net/policies/repository_criteria.html) and [Scientific Data](https://www.nature.com/sdata/policies/repositories)) list recommended and trusted repositories.

1. Call for proposals

Proposals must be submitted online. The call for proposals will be announced once per year, and only one proposal per working group will be funded in a three-year phase.

You must contact your working group PAGES Scientific Steering Committee (SSC) liaison to discuss your plans **at least two weeks before** the deadline. ​

The call will have the same deadline as the call for workshop financial support and new working groups in the first part of the year, and will be advertised on the PAGES website, in the e-news, and on social media.

1. Proposal preparation
   1. Content

The proposal should describe the current state of the WG and the data product. Please consider the following questions when preparing your proposal:

* How is the creation/maintenance/curation of a database in line with the objectives of the WG?
* What is the current status of the data? Explain how the status will be improved over the course of the project.
* What are the short-term (during the lifetime of the WG) objectives for the data?
* What is the long-term sustainability plan (after the WG sunsets) for the data?
* What does the WG need to make these data FAIR, and how could the PAGES financial support help?
* What will the deliverable be at each of the intermediate stages and at the end of the project?
* Have you already identified someone to do this work? If so, would this person be interested in learning about training opportunities?
* Are there possibilities for mutualizing efforts across working groups, e.g. identifying one data steward to work with/ for other working groups simultaneously?
  1. Budget

Annual support of US $5000 to US $15000 could be allocated to each working group.

* 1. Expected products

WGs receiving this funding are required to work on data compilation and curation, with the goal of generating a data product available in a trusted data repository. Publication in a data-oriented journal, or similar, is not the final objective, but it is highly encouraged. Updating existing databases and database maintenance are also eligible for support. In addition, the WG annual report must include a detailed update on the data stewardship activity.

* 1. Other support

PAGES will set up a private file-storage platform for the WGs that may be used as a temporary repository for datasets.

PAGES is working with its partners (LiPD, PANGAEA, WDS-Paleo, Neotoma) to offer data stewardship training, such as workshops and tutorials. This training enables data stewards to not only develop and curate data, but also to use other available data together with emerging new software tools to address their WG’s scientific questions.

1. Guidelines

**Please read the guidelines below before submitting an application**

This PAGES support is specifically dedicated to data stewardship and may not be used for other purposes. Only current PAGES-supported working groups (WGs) and those that have recently (in the past two years) sunset can apply for this support. Funds will be allocated as a stipend from PAGES to the data steward. The WG annual report must include a detailed update on the data stewardship activity.

All products resulting from the data stewardship stipend **must acknowledge PAGES,** and an electronic copy of all products, or any partially completed products, should be emailed to the [PAGES IPO](http://pastglobalchanges.org/about/structure/international-project-office): [pages@pages.unibe.ch](mailto:pages@pages.unibe.ch)

1. Submission form

**Data Stewardship proposal – PAGES working group request**

**\*\*This proposal form is only for data stewardship activities conducted within a current or recently sunset** [**officially approved PAGES working group**](http://pastglobalchanges.org/science/wg/intro)**\*\***

**This document is provided to assist you in preparing your answers before you fill out the form online. It will not be accepted as an email attachment. All applications must be filled out online.**

**Please be aware that only the following characters will be accepted in the online form:**

**letters, numbers, -, ., :, ;, coma, é,è,à,ã,í,ò,ù,ì,ç,ö,ä,ü and /, ()**

**An answer is required for each question.**

 Contact person first name(s) (max. 20 characters):

Contact person last name(s) (max. 20 characters):

Contact person email (please enter only one address – max. 255 characters):

Contact person primary affiliation (max. 255 characters)

 Contact person postal address (max. 255 characters):

Name of the working group’s PAGES SSC liaison (max. 255 characters):

Title of working group (max. 255 characters):

Names of the working group leaders (max. 255 characters):

Motivation (Why is the stipend needed? – max. 500 words):

Have you already identified someone to do this work? (If so, please provide the name and contact email. Would this person be interested in learning about training opportunities? Are there opportunities for mutualizing efforts with other working groups? – Max. 500 words)

Chosen trusted repository (where do you intend to archive the data after the completion of the project? – Max. 500 words):

Planned final products (Please explain how these fit into the working group’s goals – Max. 250 words):

Timeline (Including intermediate steps – max. 500 words):

Amount requested (USD) (Requested amount (USD) for this application (one year) – max. 255 characters):

Planned use of PAGES funds (Detailed budget – max. 500 words):

Other sponsorship/support (Is this data stewardship activity sponsored or supported by another organization? If so, what is the form of this support? If they contribute financially, how much? – max. 250 words):