

DMP Review and Approval Checklist

Foundational Questions

The foundational questions below will need to be addressed both in this form AND in the RAAMS system.

	RAAMS EGID: _____ Original Project FPL Unique Identifier: _____ (i.e. AL_RESTORE_003_000_Cat1)	
		Yes No N/A
1	Project name provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2	Is project name in master list?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
3	Agency provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
4	Project phase provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	Data steward	
5	Name provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
6	Phone provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7	Email provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
8	Estimate budget for data management provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
9	Is the budget level commensurate with the level of work?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
10	Data collection start date provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
11	Data collection end date provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
12	Brief project description provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
13	Project location provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

	Description of data collection activities	Yes	No	N/A
14	Collection methods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Collection sampling frequency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	In-house data management / metadata capabilities indicated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Did capabilities address storage?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Did capabilities address archival?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19	Did capabilities address data exposure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20	Did capabilities address data delivery to Council?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21	Did capabilities address digital object identifier usage?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Additional comments to Science Officer and/or Recipient, especially in regards to specific questions where “no” was checked:

Data Type Specific Questions

The repeating Data Type specific questions below will only be addressed on this form and the uploaded as an attachment in RAAMS with overall recommendation and any additional notes/comments on DMP.

	Data Type #1	Yes No N/A
T1.1	Type name provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T1.2	GIS representation provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T1.3	GIS projection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T1.4	GIS POC provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T1.5	Frequency of collection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T1.6	Duration of collection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T1.7	Data storage format provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T1.8	Data units provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T1.9	Data horizontal and vertical datums provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Additional comments to Science Officer and/or Recipient, especially in regards to specific questions where “no” was checked:

	Data Type #2	Yes No N/A
T2.1	Type name provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T2.2	GIS representation provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T2.3	GIS projection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T2.4	GIS POC provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T2.5	Frequency of collection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T2.6	Duration of collection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T2.7	Data storage format provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T2.8	Data units provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T2.9	Data horizontal and vertical datums provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Additional comments to Science Officer and/or Recipient, especially in regards to specific questions where “no” was checked:

	Data Type #3	Yes No N/A
T3.1	Type name provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T3.2	GIS representation provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T3.3	GIS projection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T3.4	GIS POC provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T3.5	Frequency of collection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T3.6	Duration of collection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T3.7	Data storage format provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T3.8	Data units provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T3.9	Data horizontal and vertical datums provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Additional comments to Science Officer and/or Recipient, especially in regards to specific questions where “no” was checked:

	Data Type #4	Yes No N/A
T4.1	Type name provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T4.2	GIS representation provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T4.3	GIS projection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T4.4	GIS POC provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T4.5	Frequency of collection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T4.6	Duration of collection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T4.7	Data storage format provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T4.8	Data units provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T4.9	Data horizontal and vertical datums provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Additional comments to Science Officer and/or Recipient, especially in regards to specific questions where “no” was checked:

	Data Type #5	Yes No N/A
T5.1	Type name provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T5.2	GIS representation provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T5.3	GIS projection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T5.4	GIS POC provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T5.5	Frequency of collection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T5.6	Duration of collection provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T5.7	Data storage format provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T5.8	Data units provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
T5.9	Data horizontal and vertical datums provided?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Additional comments to Science Officer and/or Recipient, especially in regards to specific questions where “no” was checked: