

Please provide the following information, and submit to the NOAA DM Plan Repository.

Reference to Master DM Plan (if applicable)

As stated in Section IV, Requirement 1.3, DM Plans may be hierarchical. If this DM Plan inherits provisions from a higher-level DM Plan already submitted to the Repository, then this more-specific Plan only needs to provide information that differs from what was provided in the Master DM Plan.

URL of higher-level DM Plan (if any) as submitted to DM Plan Repository:

1. General Description of Data to be Managed

1.1. Name of the Data, data collection Project, or data-producing Program:

The Future of Site Profiles: An Innovative Cross-Sector Approach to Incorporating End User and Reserve Needs - NERRS/NSC(NERRS Science Collaborative)

1.2. Summary description of the data:

This project brought renewed attention to reserve site profiles and supported the development of a modernized format that better aligns with and boosts the impact of reserve programs.

The project

Each reserve within the National Estuarine Research Reserve System maintains a specific site profile that synthesizes knowledge about its physical and biological characteristics to guide research and monitoring activities. Traditionally, the site profile has been a book or PDF, with limited support for a more interactive and modern interface design. The likely future addition of new reserves into the system, and the anticipated need to update many existing reserve site profiles, inspired the He'eia and Lake Superior reserves to develop a joint vision for a new site profile template with a user-driven interface design.

This project team worked with the UW-Madison Division of Extension Evaluation Unit to conduct a survey of reserve staff and partners. The survey revealed that users wanted updated and relevant information in site profiles, wished for them to be digital and searchable, and wanted them to include cultural and historical content related to each reserve. Survey respondents also expressed moderate familiarity with reserve site profiles and noted that some characteristics such as technical language, ease of use, and accessibility could be improved to make them more appealing to both Reserve System staff and the general public.

Working with contractors and reserve partners, the team developed a template and outline for a modernized web-based site profile, and a user guide with clear step by step instructions to create a digital profile. The updated site profile addresses the needs identified by the survey and focus groups, providing reserves with an option to include cultural and historical components of estuaries on their sites, as well as an optional

section to identify future threats and corresponding research needs. Other key site profile features include ArcGIS mapping components and Zotero based bibliographies that allow for access to all citations in the site profiles. The project team found that overall awareness of site profiles can be increased by providing information via online messaging, local newsletters, local newspapers, and presentations in institutions affiliated with reserves.

1.3. Is this a one-time data collection, or an ongoing series of measurements?

One-time data collection

1.4. Actual or planned temporal coverage of the data:

2020-10 to 2023-03

1.5. Actual or planned geographic coverage of the data:

W: -157.81, E: -157.77, N: 21.45, S: 21.42

Heeia NERR, HI

W: -92.295, E: -91.935, N: 46.73, S: 46.59

Lake Superior NERR, WI

1.6. Type(s) of data:

(e.g., digital numeric data, imagery, photographs, video, audio, database, tabular data, etc.)

1.7. Data collection method(s):

(e.g., satellite, airplane, unmanned aerial system, radar, weather station, moored buoy, research vessel, autonomous underwater vehicle, animal tagging, manual surveys, enforcement activities, numerical model, etc.)

1.8. If data are from a NOAA Observing System of Record, indicate name of system:

1.8.1. If data are from another observing system, please specify:

2. Point of Contact for this Data Management Plan (author or maintainer)

2.1. Name:

Jeremy Cothran

2.2. Title:

Metadata Contact

2.3. Affiliation or facility:

2.4. E-mail address:

jeremy.cothran@gmail.com

2.5. Phone number:

3. Responsible Party for Data Management

Program Managers, or their designee, shall be responsible for assuring the proper management of the data produced by their Program. Please indicate the responsible party below.

3.1. Name:

3.2. Title:

Data Steward

4. Resources

Programs must identify resources within their own budget for managing the data they produce.

4.1. Have resources for management of these data been identified?

4.2. Approximate percentage of the budget for these data devoted to data management (specify percentage or "unknown"):

5. Data Lineage and Quality

NOAA has issued Information Quality Guidelines for ensuring and maximizing the quality, objectivity, utility, and integrity of information which it disseminates.

5.1. Processing workflow of the data from collection or acquisition to making it publicly accessible

(describe or provide URL of description):

Lineage Statement:

This information is detailed within the project links.

Process Steps:

- N/A

5.1.1. If data at different stages of the workflow, or products derived from these data, are subject to a separate data management plan, provide reference to other plan:

5.2. Quality control procedures employed (describe or provide URL of description):

This information is detailed within the project links.

6. Data Documentation

The EDMC Data Documentation Procedural Directive requires that NOAA data be well documented, specifies the use of ISO 19115 and related standards for documentation of new data, and provides

links to resources and tools for metadata creation and validation.

6.1. Does metadata comply with EDMC Data Documentation directive?

No

6.1.1. If metadata are non-existent or non-compliant, please explain:

Missing/invalid information:

- 1.6. Type(s) of data
- 1.7. Data collection method(s)
- 3.1. Responsible Party for Data Management
- 4.1. Have resources for management of these data been identified?
- 4.2. Approximate percentage of the budget for these data devoted to data management
- 7.1. Do these data comply with the Data Access directive?
- 7.1.1. If data are not available or has limitations, has a Waiver been filed?
- 7.1.2. If there are limitations to data access, describe how data are protected
- 7.3. Data access methods or services offered
- 7.4. Approximate delay between data collection and dissemination
- 8.1. Actual or planned long-term data archive location
- 8.2. Data storage facility prior to being sent to an archive facility
- 8.3. Approximate delay between data collection and submission to an archive facility
- 8.4. How will the data be protected from accidental or malicious modification or deletion prior to receipt by the archive?

6.2. Name of organization or facility providing metadata hosting:

NMFS Office of Science and Technology

6.2.1. If service is needed for metadata hosting, please indicate:

6.3. URL of metadata folder or data catalog, if known:

<https://www.fisheries.noaa.gov/inport/item/71986>

6.4. Process for producing and maintaining metadata

(describe or provide URL of description):

Metadata produced and maintained in accordance with the NOAA Data Documentation Procedural Directive: https://nosc.noaa.gov/EDMC/DAARWG/docs/EDMC_PD-Data_Documentation_v1.pdf

7. Data Access

NAO 212-15 states that access to environmental data may only be restricted when distribution is explicitly limited by law, regulation, policy (such as those applicable to personally identifiable information or protected critical infrastructure information or proprietary trade information) or by security requirements. The EDMC Data Access Procedural Directive contains specific guidance, recommends the use of open-standard, interoperable, non-proprietary web services, provides information about resources and tools to enable data access, and includes a Waiver to be submitted

to justify any approach other than full, unrestricted public access.

7.1. Do these data comply with the Data Access directive?

7.1.1. If the data are not to be made available to the public at all, or with limitations, has a Waiver (Appendix A of Data Access directive) been filed?

7.1.2. If there are limitations to public data access, describe how data are protected from unauthorized access or disclosure:

7.2. Name of organization of facility providing data access:

Office for Coastal Management (OCM)

7.2.1. If data hosting service is needed, please indicate:

7.2.2. URL of data access service, if known:

<https://nerrssciencecollaborative.org/project/Erickson20>

7.3. Data access methods or services offered:

7.4. Approximate delay between data collection and dissemination:

7.4.1. If delay is longer than latency of automated processing, indicate under what authority data access is delayed:

8. Data Preservation and Protection

The NOAA Procedure for Scientific Records Appraisal and Archive Approval describes how to identify, appraise and decide what scientific records are to be preserved in a NOAA archive.

8.1. Actual or planned long-term data archive location:

(Specify NCEI-MD, NCEI-CO, NCEI-NC, NCEI-MS, World Data Center (WDC) facility, Other, To Be Determined, Unable to Archive, or No Archiving Intended)

8.1.1. If World Data Center or Other, specify:

8.1.2. If To Be Determined, Unable to Archive or No Archiving Intended, explain:

8.2. Data storage facility prior to being sent to an archive facility (if any):

8.3. Approximate delay between data collection and submission to an archive facility:

8.4. How will the data be protected from accidental or malicious modification or deletion prior to receipt by the archive?

Discuss data back-up, disaster recovery/contingency planning, and off-site data storage relevant to the data collection

9. Additional Line Office or Staff Office Questions

Line and Staff Offices may extend this template by inserting additional questions in this section.