

Contrato

“Constituição de Centro para a Gestão de Dados de Investigação (GDI)”

“PNCADAI - Programa Nacional de Ciência Aberta e Dados Abertos de Investigação”

Inserido na medida RE-C05-i08 do Programa de Recuperação e Resiliência

Pela **Fundação para a Ciência e Tecnologia, I.P.**

Pela **Universidade da Beira Interior**

Entre:

A **Fundação para a Ciência e a Tecnologia, I.P.**, adiante designada por FCT, I.P. com sede na Av. D. Carlos I, nº 126, 1249-074 Lisboa, com o número de identificação de pessoa coletiva 503 904 040, representada pelo Professor Francisco Santos, na qualidade de Vice-Presidente do Conselho Diretivo da FCT, I.P., ao abrigo do mandato que lhe foi conferido pela Deliberação n.º DEL/13/CD/2022;

E

A **Universidade da Beira Interior**, com o número de identificação de pessoa coletiva 502083514, com sede no Convento de Santo António, 6201-001 Covilhã, adiante designada por adjudicatário, neste ato representada pelo Professor Doutor Mário Lino Barata Raposo, titular do Cartão do Cidadão nº 04244048 3ZY4, válido até 05/04/2031,, na qualidade de Reitor, com poderes bastantes para vincular a outorgante neste ato, foi acordado e reciprocamente aceite o presente **CONTRATO**, na sequência do ato de adjudicação e aprovação da minuta do presente contrato, em 6/12/2024, que se rege pelas cláusulas seguintes.

A despesa inerente ao presente Contrato, para os anos de 2025 e 2026 está inscrita no Sistema Central de Encargos Plurianuais (SCEP) da Direção-Geral do Orçamento (DGO), conforme declaração de compromisso indicada na PI/1224/FCCN/2024, que aprovou a assunção de encargos plurianuais

CLÁUSULA 1.ª

OBJECTO

1. O presente **CONTRATO** compreende os termos e condições para contratualização da “**Constituição de Centro para a Gestão de Dados de Investigação (GDI)**”.
2. O **CONTRATO** integra, para além do clausulado contratual, a proposta adjudicada.
3. Em caso de divergência entre o clausulado contratual e a proposta adjudicada, prevalece o primeiro.



CLÁUSULA 2.^a

OBRIGAÇÕES DO ADJUDICATÁRIO

1. O adjudicatário obriga-se a executar o **CONTRATO** em termos que se conformem com o nele estabelecido, nos anexos que dele fazem parte integrante e na legislação aplicável.
2. Para além de outras obrigações previstas na lei ou no presente **CONTRATO**, o adjudicatário obriga-se a:
 - a) Assegurar que o objeto da prestação obedece às especificações técnicas exigidas;
 - b) Cumprir os prazos estabelecidos, designadamente, para a execução das prestações a que se obriga;
 - c) Prestar informação;
 - d) Assegurar o sigilo.

CLÁUSULA 3.^a

ESPECIFICAÇÕES TÉCNICAS

O adjudicatário obriga-se a assegurar que o objeto de aquisição obedece às especificações técnicas que constam do Anexo II (Proposta Adjudicada) ao presente **CONTRATO**, do qual faz parte integrante.

CLÁUSULA 4.^a

PRAZOS

O adjudicatário obriga-se ao pontual cumprimento de todos os prazos de execução das prestações objeto do **CONTRATO**, os quais são os que constam do clausulado deste ou de outros documentos referidos no nº 2 da cláusula 1.^a.

CLÁUSULA 5.^a

OBRIGAÇÃO DE PRESTAÇÃO DE INFORMAÇÃO

O adjudicatário obriga-se a prestar à FCT, I.P. por escrito, toda a informação que lhe for solicitada relativa ao objeto da adjudicação ou à sua atuação em cumprimento das obrigações que para si decorrem do **CONTRATO**.

CLÁUSULA 6.^a



OBRIGAÇÃO DE SIGILO

O adjudicatário obriga-se a não divulgar informações que obtenha em virtude da execução do **CONTRATO** durante a vigência deste e por um período de dois anos contados a partir da data da sua cessação.

CLÁUSULA 7.^a

PREÇO E CONDIÇÕES DE PAGAMENTO

1. Pela aquisição do serviço objeto da presente aquisição, a **FCT, I.P.** pagará ao adjudicatário a quantia de 120.000,00 € (cento e vinte mil euros), acrescida de IVA à taxa legal em vigor nos termos do número seguinte.
2. A quantia prevista deve ser satisfeita através do pagamento de três faturas, segundo o seguinte plano de faturação:
 - a) A primeira fatura, correspondente a 20% do preço contratual, é emitida após a entrada em vigor do contrato;
 - b) A segunda fatura, correspondente a 50% do preço contratual, é emitida após a aprovação de 50% dos entregáveis acordados;
 - c) A terceira fatura, correspondente a 30% do preço contratual, é emitida após a aprovação da totalidade dos entregáveis acordados.
3. Poderão ser definidas condições de faturação diferentes das enumeradas no número 2 da presente cláusula mediante acordo de ambas as partes.
4. As faturas a emitir pelo adjudicatário assumem a forma de faturas eletrónicas, com os requisitos legais, nomeadamente os resultantes do artigo 299º-B do CCP.
5. As faturas referidas no número anterior serão pagas no prazo máximo de trinta dias a contar da sua receção.
6. A entidade adjudicante utiliza a solução EDI e faturação eletrónica *ilink* (acessível em <https://www.ilink.pt/>), de registo gratuito, devendo todas as faturas emitidas pelo adjudicatário no âmbito do presente contrato ser enviadas por esta via¹.

CLÁUSULA 8.^a

VIGÊNCIA DO CONTRATO

1. O **CONTRATO** inicia a sua vigência após a sua assinatura.
2. Sem prejuízo do estabelecido no número seguinte, o **CONTRATO** cessa vigência quando estiverem cumpridas todas as obrigações que dele resultam para os signatários ou a 31 de dezembro de 2025, consoante o que ocorrer primeiro.

¹ Para qualquer questão de carregamento de faturas ou ligação/integração de sistema e de faturação deve ser contactada a iLink através do email apoio@ilink.pt ou pelo telefone 707 451 451.



3. A data de cessação de vigência do **CONTRATO** pode ser posterior a 31 de dezembro de 2025, se o período de financiamento do PRR vier a ser alargado, caso em que será considerada a data-limite desse financiamento.
4. A vigência da obrigação de confidencialidade estabelecida na cláusula 6.^a cessa na data em que cesse o prazo nele previsto.

CLÁUSULA 9.^a

RESPONSABILIDADE DO ADJUDICATÁRIO

1. O adjudicatário responde pelos danos que causar à **FCT, I.P.** em razão do incumprimento culposo das obrigações que sobre ele impendam, nos termos das normas gerais de direito e da presente cláusula.
2. O adjudicatário responde ainda perante a **FCT, I.P.** pelos danos causados pelos atos e omissões de terceiros, por si empregues na execução de obrigações emergentes do **CONTRATO**, como se tais atos ou omissões fossem praticados por aquele.
3. O adjudicatário responde, independentemente de culpa, pelos danos causados à **FCT, I.P.** pela execução deficiente do **CONTRATO**.
4. Nenhuma das partes responde por danos causados à outra parte em virtude de incumprimento de obrigações emergentes do **CONTRATO** decorrente de caso fortuito ou força maior.
5. A parte que pretenda beneficiar-se do regime acolhido no número anterior deve, para o efeito, informar a outra parte da verificação de uma situação de incumprimento decorrente de caso fortuito ou de força maior, fazendo menção dos factos que, em seu entender, permitem atribuir esta origem ao incumprimento e, ainda, do prazo que estima necessário para cumprir a obrigação em causa.

CLÁUSULA 10.^a

CLÁUSULA PENAL

1. Pelo incumprimento, sob a forma de mora, de obrigações emergentes do **CONTRATO**, a **FCT, I.P.** pode, sem prejuízo do n.º 4 da cláusula anterior, exigir do adjudicatário o pagamento de uma pena pecuniária nos seguintes termos: por cada dia de atraso face ao prazo estipulado para a produção de cada entregável, uma penalidade de 250€.
2. As sanções de natureza pecuniária referidas na presente cláusula têm como limite máximo o decorrente do artigo 329º do Código dos Contratos Públicos.

CLÁUSULA 11.^a

RESOLUÇÃO



1. A **FCT, I.P.** pode rescindir o **CONTRATO**:
 - a) Quando, estando o adjudicatário em mora, este não realize a prestação no prazo que lhe haja razoavelmente sido fixado pela FCT, I.P.;
 - b) Com fundamento em incumprimento das obrigações previstas na cláusula 2.^a que determine a perda objetiva de interesse nas prestações que constituam o seu objeto.
2. A resolução do **CONTRATO** ao abrigo do disposto no número anterior determina a extinção dos créditos de que este seja titular, com exceção dos que se refiram a trabalho já realizado.

CLÁUSULA 12.^a

DESPESAS

Correm por conta do adjudicatário todas as despesas em que este haja de incorrer em virtude do cumprimento de obrigações emergentes do **CONTRATO**.

CLÁUSULA 13.^a

LEI APLICÁVEL

O **CONTRATO** rege-se pela lei portuguesa.

CLÁUSULA 14.^a

INTERPRETAÇÃO DO CONTRATO

1. Em caso de dúvida sobre a interpretação das regras aplicáveis à execução do **CONTRATO**, o adjudicatário deve solicitar por escrito um esclarecimento à **FCT, I.P.**
2. O adjudicatário obriga-se a ter em conta as orientações que lhe forem transmitidas por escrito pela **FCT, I.P.**, na medida em que as mesmas não colidam com as regras aplicáveis à execução do **CONTRATO**.

CLÁUSULA 15.^a

COMUNICAÇÕES

1. Para efeitos de comunicações relativas à fase de execução do **CONTRATO**, as partes podem recorrer aos seguintes meios de comunicação:



- a) Correio postal, através de carta registada ou de carta registada com aviso de receção;
 - b) Correio eletrónico;
 - c) Outro meio de transmissão eletrónica de dados.
2. Todas as comunicações devem ser escritas e redigidas em língua portuguesa.
3. Para efeitos de estabelecimento das comunicações a que se refere a presente cláusula, as partes identificam os seguintes contactos, através dos quais as mesmas se devem concretizar:
- a) Pela FCT, I.P.:
 - 1. Nome do representante: João Mendes Moreira
 - 2. Endereço postal: Av. do Brasil, 101 1700-066 Lisboa
 - 3. Endereço eletrónico: jmm@fccn.pt
 - b) Pelo adjudicatário:
 - i. Execução dos Serviços:
 - 1. Nome do representante: Pedro Inácio
 - 2. Endereço postal: Convento de Santo António, 6201-001 Covilhã
 - 3. Endereço eletrónico: prmi@ubi.pt
 - ii. Gestão do Contrato:
 - 1. Nome do representante: Sílvia Socorro
 - 2. Endereço postal: Convento de Santo António, 6201-001 Covilhã
 - 3. Endereço eletrónico: silvia@ubi.pt

CLÁUSULA 16.^a

GESTOR DO CONTRATO

Para o exercício das funções de acompanhamento da execução do **CONTRATO** nos termos regulados pelo artigo 290º-A do Código dos Contratos Públicos é designado João Mendes Moreira, Diretor da Área do Conhecimento Científico da FCCN – Serviços Digitais da FCT.

CLÁUSULA 17.^a

CESSÃO DA POSIÇÃO CONTRATUAL

- 1. A cessão da posição contratual do adjudicatário é possível nos termos do artigo 318º do Código dos Contratos Públicos.
- 2. Em caso de incumprimento contratual pelo adjudicatário que seja suscetível de conduzir à resolução do contrato, a sua posição contratual pode ser cedida aos



concorrentes do procedimento pré-contratual classificados nas posições subsequentes à do adjudicatário, nos termos do estabelecido no artigo 318º-A do Código dos Contratos Públicos.

CLÁUSULA 18.ª

TRABALHADORES AFETOS À EXECUÇÃO DO CONTRATO

O adjudicatário deve assegurar os trabalhadores afetos à prestação do serviço cumprem, na parte aplicável, o disposto no artigo 419º-A do Código dos Contratos Públicos.

CLÁUSULA 19.ª

TRATAMENTO E PROTEÇÃO DE DADOS PESSOAIS PELA FCT

1. Para os fins estabelecidos nesta cláusula e na subsequente, aplicam-se as disposições do Regulamento (UE) 2016/679 do Parlamento Europeu e do Conselho, de 27 de abril de 2016, relativo à proteção das pessoas singulares no que diz respeito ao tratamento de dados pessoais e à livre circulação desses dados ("RGPD"), bem como a legislação nacional e europeia aplicável em matéria de privacidade e proteção de dados.
2. A FCT assume a posição de responsável pelo tratamento dos dados pessoais recolhidos no âmbito do presente Contrato, incluindo os dados de representantes legais e colaboradores do Adjudicatário.
3. Os dados pessoais recolhidos serão tratados exclusivamente para a finalidade de gestão financeira, sendo o respetivo tratamento considerado lícito com fundamento no artigo 6.º, n.º 1, alínea b) do RGPD, por serem necessários à execução do Contrato, bem como no artigo 6.º, n.º 1, alínea c) do RGPD e no Decreto-Lei n.º 55/2013, de 17 de abril, por serem necessários ao cumprimento de obrigações legais da FCT.
4. Para mais informações sobre o tratamento de dados realizado pela FCT, recomenda-se a consulta à Política Geral de Privacidade disponível no website oficial: www.fct.pt.

CLÁUSULA 20.ª

TRATAMENTO E PROTEÇÃO DE DADOS PESSOAIS PELO ADJUDICATÁRIO

1. O Adjudicatário compromete-se a cumprir integralmente as obrigações estabelecidas no RGPD, bem como na legislação nacional e europeia aplicável em matéria de privacidade e proteção de dados, durante a execução do Contrato e após o término do período de vigência contratual.



2. Sempre que o tratamento de dados pessoais relacionado com o Contrato o justificar, nos termos e para os efeitos do artigo 28.º do RGPD, o Adjudicatário obriga-se a celebrar com a FCT um acordo específico para o tratamento de dados pessoais em regime de subcontratação.
3. O Adjudicatário declara e reconhece que será responsável por quaisquer danos causados à FCT decorrentes de um tratamento inadequado de dados pessoais realizado sob a sua responsabilidade ou instrução da FCT, seja por ação ou omissão do próprio Adjudicatário, dos seus funcionários, colaboradores, prestadores de serviços ou fornecedores, em violação da legislação aplicável.



ANEXO I

(ANEXO TÉCNICO)

1. ENQUADRAMENTO

O Ministério da Educação, Ciência e Inovação, através da FCT, promove a implementação de um **Programa Nacional de Ciência Aberta e Dados Abertos de Investigação (PN CADA)**, suportado por fundos do PRR, de forma a estabelecer estratégias de atuação nacionais e institucionais que maximizem o valor dos dados gerados no âmbito dos processos de investigação, e ofereçam as estruturas para o cumprimento da legislação nacional e das diretivas europeias nesta área.

Neste âmbito, pretendem-se criar infraestruturas e serviços em rede que ofereçam:

- a) Repositórios de dados abertos de investigação e ferramentas de planeamento e curadoria de dados de investigação;
- b) Apoio técnico, consultoria e formação à comunidade científica nas melhores práticas de gestão de dados de investigação;
- c) Convergência com os referenciais e boas práticas da iniciativa EOSC;
- d) Alinhamento com os Princípios de Ciência Aberta e os Princípios de Dados FAIR (dados localizáveis, acessíveis, interoperáveis e reutilizáveis), subscritos por Portugal e pela União Europeia.

A FCT tem vindo a assumir um papel ativo na promoção da Ciência Aberta e, através da sua unidade de Computação Científica ([FCCN](#)), lançou em 2022 o projeto [POLEN](#), com o objetivo de dar resposta às necessidades da comunidade científica e de ensino na área da gestão de dados de investigação. Este projeto visa, de igual forma, promover os princípios e a prática da Ciência Aberta, assegurando a partilha e a preservação dos dados de investigação gerados no âmbito de projetos financiados com fundos públicos.

No que respeita a serviços, foi implementado um Sistema de Planos de Gestão de Dados, de forma a apoiar os investigadores na elaboração e submissão dos Planos de Gestão de Dados (PGD) e a cumprir os Princípios de Dados FAIR. Tem, igualmente, vindo a ser desenvolvido um Serviço de Repositório de Dados de Investigação, *long tail* e multidisciplinar, que possibilitará aos beneficiários de instrumentos de financiamento da FCT depositar os resultados da sua investigação, caso não tenham acesso a uma solução institucional ou temática.

Outras importantes atividades têm vindo a ser desenvolvidas, nomeadamente a promoção de atividades de capacitação e formação, bem como a articulação com projetos nacionais e globais em matéria de Ciência Aberta e de gestão de dados de investigação.



2. CENTROS DE COMPETÊNCIAS GDI (GESTÃO DE DADOS DE INVESTIGAÇÃO)

Como suporte à implementação do PNCADAI, a FCT lançou um apelo a manifestação de interesse para a criação de até dez Centros para a Gestão de Dados de Investigação a nível nacional. A implementação destes centros deverá ter como principais objetivos:

- Promover e contribuir para a criação de uma rede de suporte à gestão e abertura de dados de investigação em Portugal;
- Servir uma comunidade de utilizadores internos à(s) instituição(ões), promovendo os princípios de Dados FAIR;
- Apostar na capacitação e formação da comunidade de utilizadores;
- Desenvolver e aplicar competências de gestão de dados de investigação e de estratégias de partilha de dados numa perspetiva de longo prazo, em conformidade com as prioridades políticas ao nível da União Europeia e a nível nacional;
- Estabelecer, quando aplicável, uma cooperação entre entidades da mesma área científica, visando apoiar a criação e a transferência de conhecimentos e de melhores práticas em matéria de gestão e partilha de dados de investigação.

O presente contrato é referente ao Centro de Competências GDI (Gestão de Dados de Investigação) que se propõe criar nos moldes descritos na Proposta Adjudicada (Anexo II).

3. ENTREGÁVEIS

Em adição aos entregáveis propostos em sede de apresentação de propostas, deverão ser entregues no decorrer do período de execução do contrato os seguintes entregáveis:

3.1. Coordenação e Gestão do Centro

Os entregáveis previstos no âmbito da coordenação e gestão do centro são como se seguem:

- Plano detalhado de trabalhos, até 3 meses após assinatura do contrato;
- Relatórios de progresso quadrimestrais;
- Relatório final, incluindo o plano de sustentabilidade do projeto.

3.2. Atividade Operacional

No âmbito do plano de atividades do centro deverão ser assegurados os seguintes entregáveis:



Atividade	Entregável	Calendário Estimado
Implementação e adoção de política institucional de gestão e partilha de dados de investigação pela(s) instituição(ões) do centro	Princípios e requisitos da(s) política(s) a adotar e a implementar definido(s)	Até 9 meses após o início de vigência do contrato
	Política(s) adotada(s) e implementada(s)	Até ao final do contrato
Disponibilização de <i>datasets</i> com potencial de reutilização	Plano de curadoria de dados e de disponibilização de <i>datasets</i>	Até 9 meses após o início de vigência do contrato
	Disponibilização de <i>datasets</i> conforme plano proposto	Até ao final do contrato
Sessões de formação em boas práticas de gestão de dados de investigação de acordo com o plano proposto pelas entidades proponente	Realização de 30% das sessões do plano proposto	Até 9 meses após o início de vigência do contrato
	Realização de 100% das sessões do plano proposto	Até ao final do contrato
Integração e colaboração numa rede nacional de <i>datastewards</i>	Integração na rede nacional de <i>datastewards</i> a ser operacionalizada pelo Consórcio	Até ao final do contrato
Participação nas ações de coordenação do Consórcio	Participação em pelo menos 80% das reuniões do Consórcio	Até ao final do contrato
Disponibilização da versão pública dos relatórios de progresso quadrimestrais do centro	Informação disponibilizada quadrimestralmente	Até ao final do contrato

4. APROVAÇÃO DOS ENTREGÁVEIS

Os entregáveis previstos carecem de aprovação da FCT, sendo que esta comunicará ao adjudicatário num prazo de 10 dias úteis, se aceita o entregável ou se este deverá ser revisto (com respetiva fundamentação).



ANEXO II
(PROPOSTA ADJUDICADA)



C4MSSData@UBI

Centro para a Gestão e Partilha Segura de Dados de Investigação a partir da UBI

C4MSSData@UBI

Center for the Management and Secure Sharing of Research Data hosted at UBI

Universidade da Beira Interior



Pedro Ricardo Moraes Inácio (prmi@ubi.pt)
Silvia Cristina da Cruz Marques Socorro (silvia@ubi.pt)

Agosto de 2024

Identificação da proposta - Acrónimo e título completo em português e inglês **Identification of the proposal - Acronym and full title in Portuguese and English**

C4MSSData@UBI

Centro para a Gestão e Partilha Segura de Dados de Investigação a partir da UBI

C4MSSData@UBI

Center for the Management and Secure Sharing of Research Data hosted at UBI

Identification of the applicant - Full name, category and brief description

The University of Beira Interior (**Universidade da Beira Interior**), hereinafter referred to as **UBI**, is the sole applicant of this proposal, thus integrating the specificities and needs of the different research and development (R&D) units and research infrastructures of the university. Nonetheless, part of the work spreads some of the outputs of the project to external entities associated with UBI (see work plan description).

UBI is one of the youngest public universities in Portugal and a founding member of the UNITA (*Universitas Montium*) alliance, a consortium of 12 mountain European Higher Education Institutions (HEI) from 7 countries, committed to foster the socio-economic development of their mountain areas and surrounding territories. The UNITA universe considering the different HEI, the Università Degli Studi di Torino and Università degli Studi di Brescia, Italy; UBI and Politécnico da Guarda, Portugal; Université de Pau et des Pays de L'Adour and Université Savoie Mont-Blanc, France; Universitatea Transilvania Brasov and Universitatea de Vest din Timisoara, Romania; Universidad Pública de Navarra and Universidad de Zaragoza, Spain; Haute Ecole Spécialisée de Suisse Occidentale, Switzerland; and Yuriy Fedkovych Chernivtsi National University, Ukraine, includes >248.000 students and >20.000 staff members.

UBI has about 9000 undergraduate and postgraduate students attending different cycles of studies (more than 10000, if short training courses are considered), which are allocated to the Faculties of Sciences, Engineering, Social Sciences and Humanities, Arts and Letters, and Health Sciences. UBI is committed to advancing knowledge and technology and developing innovative products and solutions for industry and society. Fundamental and applied research activities are developed through national and international projects and consortia, in close collaboration with regional, national, and international industry partners and other organizations. The success of the research and development efforts is evident through the emergence of several spinoffs based on the findings of UBI researchers. The UBI research and innovation (R&I) ecosystem encompasses 18 R&D units (UBI Atlas of Research Units, <https://www.ubi.pt/Ficheiros/Entidades/91659/UBI%20ATLAS%207%20dez.pdf>) and several research infrastructures funded by the (Portuguese) Foundation for Science and Technology (FCT). The R&D units are structured as organic subunits of the faculties (Organic Units) working complementarily with the faculty departments in the interface between research and education. Importantly, the research carried out at UBI deserves recognition from the society and business sector. Of note is the existence of numerous projects in collaboration with industry, as is the case of the Mobilizing Agendas for Business Innovation within the scope of the Recovery and Resilience Plan (PRR). In the sphere of societal impact, the result of scientific, technological, and artistic activity can be measured by its relevance to the Sustainable Development Goals (SDGs) of the UN Agenda 2030. UBI's action and its production cover the 17 SDGs, located mainly in objectives 3, 7, 9, 11 and 13, respectively, Quality Health, Renewable Energy, Industrial Innovation, Sustainable Cities and Communities, and Climate Action. Overall, UBI R&I activities generate substantial amounts of different types of data, justifying the creation of a network to support the management

and opening the outcomes of research data to users internal to UBI, to institutions across Portugal and other overseas institutions within the European university alliances.

Identification of the scientific area(s) of activity, according to the "Areas" in the table in Annex 1 of the "*Classification of Fields of Science and Technology*" (FoS). In the case of a thematic proposal, indicate only the main scientific area of activity

Ciências Exatas e Naturais; Ciências da Engenharia e Tecnologias; Ciências Médicas e da Saúde; Ciências Sociais; Humanidades

Exact and Natural Sciences; Engineering and Technology Sciences; Medical and Health Sciences; Social Sciences; Humanities

Identification of the persons responsible for the application

Pedro Ricardo Morais Inácio, Pro-Rector for the Digital University, Professor and Researcher (Instituto de Telecomunicações) in the Universidade da Beira Interior.

Silvia Cristina da Cruz Marques Socorro, Vice-Rector for Research, Innovation and Development, Professor and Researcher (CICS-UBI, Health Sciences Research Center) in the Universidade da Beira Interior.

Identification of primary and secondary contact points

Primary contact point:

Pedro Ricardo Morais Inácio (prmi@ubi.pt, 964684969 (personal), 275319022 (office));

Secondary contact point:

Silvia Cristina da Cruz Marques Socorro (silvia@ubi.pt, 965708454 (personal), 275319021 (office)).

Curriculum vitae of the person(s) responsible for the application and the main elements filled in on the CIÊNCIAVITAE platform

The *Curricula Vitae* of the people responsible for the application follow as attachments and can also be found at the following links:

- **Pedro Ricardo Morais Inácio** (<https://cienciavitae.pt/portal/en/BF1D-BCA4-179F>);
- **Silvia Cristina da Cruz Marques Socorro** (<https://cienciavitae.pt/AB17-5C25-1F2C>).

Abstract of the proposal (with a maximum of 500 words, written in English)

This expression of interest for the call with reference number RI/00139/2024 proposes the creation and operation of the C4MSSData@UBI - Center for the Management and Secure Sharing of Research Data hosted at UBI from January to December 2025.

The work plan is divided in six Work Packages (WPs) and 15 main tasks: WP1 will be focused on creating an external network (the research and development ecosystem surrounding UBI), maintaining the point of contact with the national consortium and contributing to sharing of research data in the scope of international alliances such as the European university UNITA; WP2 is focused on (internal) community building and using it to spread FAIR principles via thematic workshops, to be prepared and delivered by the C4MSSData@UBI; WP3 will help training one of the contracted persons as a research data manager officer, as well as developing and delivering two editions of a Massive Open Online Course (MOOC) in the NAU platform; WP4 includes the activities required to prepare sharing of at least one new data repository while analysing current and emerging challenges on open science; WP5 encapsulates the work necessary to produce a draft of the institutional data sharing policy along with a good practices guide on open science; and WP6 includes tasks related with project management, quality assurance and dissemination.

The work plan addresses all objectives defined in the call and additionally proposes: (i) testing modern technologies (such as discord or teams) for community building; (ii) discussing challenges and emerging topics on open science before elaborating strategies; and (iii) develop a MOOC on open science, aiming for a long lasting impact of the project at the national level, at least in the short to medium term.

The proposed total budget is estimated to be (approx.) 120000€. Around 83% of the budget is applied to contracting human resources (two senior technicians and two scholarships or service procurement contracts). One of the senior technicians will be mostly focused on capacity building, namely preparing workshops (e.g., training for a research data manager officer) and developing a draft of the institutional policy. The other senior technician (with a computer science background) will be more focused on technological topics and practical aspects related with the sharing of datasets, as well as the analysis of challenges and emerging topics on the management and sharing of research data, namely security and trust. The remaining 17% of the budget will be used to the acquisition of software licenses and a storage server to support the additional repositories to be shared by the center.

C4MSSData@UBI will be making available novel research datasets originated from the different UBI R&D units and research infrastructures, namely a dataset related with the Global Navigation Satellite Systems (GNSS) and obtained by the C4G - Collaboratory for Geosciences FCT research infrastructure and the Science & Earth Geodetic Analysis Laboratory (SEGAL) (<https://segal.ubi.pt/>); and it will assess what are the conditions and prerequisites that need to be met for sharing datasets with sensitive data, such as personal data.

Characterization of the commitment of the entities presenting the proposal to Open Science and Open Research Data, in the institution and/or in the specific thematic area, at national and European level, written in English, according to the following structure and with a maximum total of 5,000 words:

a. State of the Art concerning Research Data Management of the Proponent Entity(ies)

Research Data Management at UBI is mostly performed at the project, research group or R&D unit level, though seldom times with the cooperation or intervention of the Vice-Rector for Research, Innovation and Development, the Research and Innovation Support Office or the Data Protection Officer. Research units either produce or consume research data, and produced research data is often included in scientific publications, M.Sc. dissertations or Ph.D. theses or released in repositories online depending on the specificities of different scientific areas.

UBI subscribes the access to digital datasets (e.g., for the human and social sciences), which can be managed locally, e.g., by the research units, or centrally, e.g., via the UBI Informatics services.

Digital versions of the UBI M.Sc. dissertations and Ph.D. theses are stored at the online repository uBibliorum (<https://ubibliorum.ubi.pt/>), which favours open access and whose policy can be consulted in <https://www.ubi.pt/Sites/biblioteca/pt/Pagina/repositorio#>. The aforementioned policy is generic and universal across UBI, though it is only applicable to the repository and mostly to documents, not necessarily to research data. Indeed, there is currently no central and generic policy for the management of research data at UBI. The C4MSSData@UBI project certainly provides the opportunity to address this gap specifically and effectively. One of the outputs of the project is a draft of a (general) Research Data Management policy for UBI, which will be submitted for approval by the Rector at the end of the project. However, care will be taken so that the document might be particularized for other entities, to maximize the impact of the project and potentially help other institutions.

b. Brief Description of the Open Science Strategy of the Applicant

The strategy of UBI concerning open science is to keep fostering the adoption of Open Science principles and tools, and to closely follow the European trends and indications on the subject. The rising number of Q1 publications as open access, the promotion of workshops motivating Open Science (e.g., <https://www.ubi.pt/Evento/11827>), the sheer number of documents in uBibliorum (host 14000+ open access documents), the active participation in piloting efforts targeting research data sharing (such as FCT POLEN) are, simultaneously, direct results of that strategy and clear evidence of the commitment that has been followed consistently in the past few years.

UBI considers that open science favours human progress by making knowledge freely accessible, stimulating collaboration and fostering innovation across all disciplines. Principles such as Findable, Accessible, Interoperable and Reusable (FAIR) data additionally comprise tools that boost the impact of research, which is especially important for entities that are not localized in major cities, or that do not yet benefit from a multinational or immediately recognized status.

c. Initiatives and Projects developed by the Applicant in the Field of Open Science and Open Data in the Last 4 years

UBI is part of the POLEN project as one of the selected entities to participate in the piloting of the repository (out of a total of seven entities, <https://polen.fcn.pt/0-piloto/>). POLEN is a project

managed by the digital services of the FCT, aiming to promote Open Science practices and principles of the research community in Portugal and it included the setting up and making available a repository for research data. In the context of that project, UBI has contributed with a dataset related with soft-computing and image analysis, which is widely recognized in this field of knowledge. The Instituto de Telecomunicações was involved as the research unit of the UBI POLEN principal investigator, advocating in favour of the ability of UBI to mobilize the research ecosystem.

UBI has been promoting several workshops and communication campaigns internally along the years. For example, the international week of open access was widely publicized in 2021 via mailing lists and workshops discussing several related aspects, namely FAIR principles (<https://www.ubi.pt/Evento/10470>). In October 2023, a workshop on how to improve research visibility and open science (<https://www.ubi.pt/Evento/11827>) tackled topics such as "impact and communication via professional social networks," "differences between data and document repositories" and "existing protocols covering article processing charges". In 2024, in the context of the Re-UNITA project (H2020-IBA-SwafS-Support-2-2020, 101035810), the Open Access Publication Prize was implemented. Also, within the Re-UNITA project UBI was co-responsible for the creation of an agreement for the sharing of research infrastructures among the members of the UNITA alliance. This work has continued in the UNITA 2.0 (Task 4.3 - Sharing of Infrastructures and Knowledge), with a new agreement being prepared. It should be emphasized that recognizing the relevance of this initiative, UBI was the only partner proposing changes to the agreement, precisely to expand the scope of what is shared in the alliance so as to include research datasets. This aspect will be further discussed in point e.

Also worth noting are the several tools, digital scripts and procedures that UBI has been developing to foster open science, ease communication of research results and maximize impacts. For example: (i) a script automatically downloads contents from CiênciaVitae and populates the personal pages of researchers at www.ubi.pt (providing that the respective consent was given) - e.g., <https://www.ubi.pt/Pessoa/prmi>; (ii) the posts on the institutional LinkedIn page and X/Twitter handler for all Q1 papers authored by UBI researchers, explicitly tagging the ones with open access with #openaccess (e.g., <https://www.linkedin.com/school/universidade-da-beira-interior/posts/>); (iii) the activities of science communication with and for society (e.g., European Researchers Night, Science Week).

d. Alignment with the Objectives of the (Portuguese) National Program for Open Science and Open Research Data (PN CADAI)

UBI is fully aligned with the objectives of the (Portuguese) National Program for Open Science and Open Research Data (PN CADAI). The initiatives and projects described in the previous section are concrete highlights of this investment. Additionally, UBI shares of the European Union principles that guide the Open Science movement, as we strongly believe that sharing and cooperation are crucial for the progress of society. UBI also believes that Portugal can play a central role in this movement, hence proposing herein some activities oriented towards current challenges and emerging topics surrounding sharing of data. Through the UNITA Alliance, UBI has been fostering the sharing of data and research collaborations at the European level while pursuing FAIR principles, which are also at the core of that European university.

e. Description of the Research Data that will be made Available and its Potential for Reuse

C4MSSData@UBI will be making available novel research datasets emerging in the different R&D units and research infrastructures. A dataset related to the Global Navigation Satellite Systems (GNSS) and obtained by the C4G - Collaboratory for Geosciences FCT research infrastructure and the Science & Earth Geodetic Analysis Laboratory (SEGAL) (<https://segal.ubi.pt/>) has been preliminarily identified and will serve as the pilot. SEGAL is a widely known and established research entity in terms of GNSS, and UBI already shares several important and very useful repositories in this area, namely: (i) data with provenance from the European Plate Observing System (EPOS); (ii) data and performance analysis tools of the Galileo system; and (iii) GNSS and tide gauge data repository (e.g., <https://tidegauges.emso.ubi.pt/>), in cooperation with the Instituto Português do Mar e da Atmosfera (IPMA). C4MSSData@UBI will allow: (i) expanding the shared datasets to campaigns data, which are smaller but require specific processing to ensure that they are FAI; (ii) include data from more countries in the European portal managed by UBI; and (iii), guarantee data sanitation by implementing additional long-term storage procedures. This work will require the hiring of a senior technician and a service contract or scholarship for a student with background in computer science, foreseen in the budget. UBI will also buy an additional processing storage server to support this endeavour also.

The C4G and SEGAL PI (Rui Fernandes; CiencialID: F214-A047-FCFD) is also associated with this proposal.

The procedures and potential conditions that may allow the restrictive sharing of research data with sensitive or personal data will also be assessed during the C4MSSData@UBI operation. It is well known that research units generate datasets with personal data, with limited usefulness, as the sharing can only occur after pseudonymization (data loses utility) or under strict security measures, independently of requiring explicit consent was obtained from the data subjects. This is why C4MSSData@UBI proposes to deal with the sharing of data in the context of research work package (WP4).

f. General Description of the Work Plan

To adequately address the main objectives defined for the center, the activities will be divided into the following six work packages (WPs). Whenever possible, a mapping of the WPs with the objectives of the call is made via the inclusion of short tags such as [Obj1], meaning "Objective 1 of the call". This is done for the sake of efficiency and because of space constraints. The duration of the WPs or tasks (T) will be described in relative terms (e.g., starting in month 3 and lasting 3 months), though it is implicitly assumed that the project will start in January 2025 and end on the 31st of December 2025.

WP1 - Establishing and Feeding a Network, and Fostering Collaboration

(starting month 0 and ending 31 December 2025)

This WP focuses mostly on the contribution to establishing a national network supporting the management and fostering the sharing of research data in Portugal, which is one of the underlying objectives of this call [Obj1]. It aims to establish the external contacts to the network that will be created as a national consortium (in a different call), providing inputs and serving as a bridge between local entities and the consortium, whenever applicable. WP1 will additionally include a task aiming to create a network of entities directly connected to UBI, so that the outputs and activities of the project can truly impact the surrounding research ecosystem. Although UBI is submitting the proposal and will lead the efforts, the objective is that the project benefits the geographic region served by the

institution, potentially resonating at national (via the network) and international (e.g., via contributions to the UNITA tasks involving data sharing) level. Part of this work is also focused on fostering cooperation, namely in terms of sharing research data, between entities of the same scientific area, thus partially addressing also [Obj5] of the call.

The following are envisioned tasks of this WP:

Task 1.1 (T1.1) - Maintaining a contact point to the national consortium for the management of research data (starting month 0 and ending 31 December 2025)

This is a meta task encapsulating activities involving the participation in the coordination actions of the national consortium (in fulfilment of one of the prerequisites of the call).

T1.2 - Establishing a local network of entities representing the surrounding research ecosystem (starting month 1 and lasting 3 months)

This task includes the efforts required to establishing a network of entities external to UBI, namely contacting and collecting contact data and raising interest in the topics of the center.

T1.3 - Assessing data sharing within the context of an international consortium (starting month 0 and ending 31 December 2025)

This task includes the ongoing efforts on contributing to the sharing of research data in the UNITA alliance, and on gathering and reporting on potential learned lessons derived from those efforts.

There are no isolated deliverables coming out this WP, as its results will be described in the quarterly progress reports.

WP2 - Creating and Maintaining a Community to Spread FAIRness
(starting month 0 and ending 31 December 2025)

This WP focuses specifically the [Obj2] of this call in supporting and expanding the services offered to internal users of the institutions and use the project to promote FAIR principles. It aims to assess if it makes sense to use digital tools (e.g., discord or forums) to create a community of internal UBI researchers where data sharing and FAIR principles are easily communicated. This WP will also prepare at least four internal workshops on the subject (along with the accompanying materials). Each workshop will be dedicated to a different theme, necessarily aligned with the research conducted at the different R&D units. Though the workshops will be specially prepared to the internal audience, external entities of the research ecosystem may be invited, if applicable.

The following are envisioned tasks of this WP:

T2.1 - Assessing the Best Means to Build and Setting up the Internal Community (starting month 0 and lasting 3 months)

This task will start with a swift assessment if recent community and communication tools such as teams, discord or slack will be the best means to create the internal community (falling back to mailing lists in case it fails) to then setting the communication channels and starting to build interest.

T2.2 - Preparing and Delivering Workshops (starting month 2 and ending 31 December 2025)

This task will be devoted to preparing and promoting at least four thematic workshops (approximately one per each three months) on FAIR principles.

There are no isolated deliverables coming out of T2.1, with the results of the several efforts being described in the first quarterly progress report. The materials of the workshops will be compiled as D2.1 - *Materials Used on Workshops*.

WP3 - Capacity Building and Training (starting month 0 and ending 31 December 2025)

This WP will be focused on specializing the human resource to be hired on research data management and on preparing and providing training on open science in the context of C4MSSData@UBI, being capable to strength the project actions and their outcomes. WP3 addresses the objective of investing in capacity building and training the user community [Obj3].

The following are envisioned tasks of this WP:

T3.1 - Reading and Systematizing Regulations and Associated Documentation related with Research Data Management (starting month 1 and ending 31 December 2025)

This task encapsulates all the activities to be undertaken by one of the two human resources of the project in preparing him/herself for the role of Research Data Manager, consisting mostly of reading and systematizing the existent documentation on all the topics surrounding sharing of research data.

T3.2 - Preparing a Non-Degree Short Course with ECTS (starting month 0 and lasting 3 months)

Activities of this task concern the preparation of the pedagogical material for the implementation of a non-degree Short Course – *From open science to research data sharing; principles and skills* (with micro-credits) and the organization of that material as a MOOC in the NAU platform. Given that the produced materials need to be attractive and interactive, a service contract or scholarship for a student in the area of communication sciences, namely multimedia, is envisioned in the budget.

T3.3 - Delivering Two Editions of the Non-Degree Short Course (starting month 4 and ending 31 December 2025)

This task congregates the activities concerning the delivery of two editions of the course prepared in T3.2 to the community of users set up in T2.1.

WP3 will produce two Deliverables: D3.1 - *Notes and Documentation Concerning Research Data*, consisting of a well formatted compilation of notes resulting from the work of Task 3.1; and D3.2 - *Pedagogical Materials for the NDSTC*, consisting of all pedagogical materials for the non-degree short course, duly structured in the form of a MOOC in the NAU platform.

WP4 - Research and Strategies on Current and Emerging Data Management Challenges and Making Datasets Available

(starting month 0 and ending 31 December 2025)

Sharing of research data incorporates a series of challenges, especially given the current geopolitical context, the intensively evolving digital realm and the ongoing legislative efforts. This WP aims to foster a reflection on existing and new topics surrounding research data sharing, mostly to identify and converge on potential strategies to adequately tackle them. Researching on challenges and emerging topics is the best mean to stay relevant and devise a future-proof strategy. WP4 addresses [Obj4] and [Obj5] of the call.

The following are envisioned tasks of this WP:

T4.1 - Identification of Challenges and Strategies on Research Data Management (starting month 0 and ending 31 December 2025)

This task includes the activities carried out to identify and motivate discussion on current challenges and emerging topics on open science and research data management. Even though other potential topics of interest might be identified in the two first months of the project, the following two pre-identified topics will help kickstarting WP4:

- balancing security, regulation and openness;
- generating fake research data (e.g., resorting to artificial intelligence).

These topics might as well be sufficient to fully encompass the entirety of the work of this package, depending on the granularity with which they are addressed, given the short timespan of the project and their broad scope. The topic concerning security and regulation is increasingly relevant due to geopolitical context, espionage and due to regulations such as the General Data Protection Regulation (GDPR). Part of the efforts will, e.g., try to assess how research data with personal data can be safely shared within a well delimited set of institutions.

T4.2 - Making Datasets Available with Reuse Potential (starting month 0 and ending 31 December 2025)

This task will encompass the work to make the datasets, mentioned in point e., FAIR and available. This task is included in this WP, as we will take the opportunity to investigate some of the challenges on research data sharing, while trying to make it available.

WP4 will produce two deliverables: a white paper, D4.1 - *Strategies for Tackling Data Management Challenges*, describing the identified challenges, impacts and the strategies to tackle them; and D4.2 - *Data Curation and Dataset Availability Plan* for the datasets made available by the C4MSSData@UBI.

WP5 - Identifying and Sharing Good Practices through Actionable Guidelines and Measures

(starting month 0 and ending 31 December 2025)

This WP will be focused on isolating good practices concerning open science to more efficiently produce a proposal for research data management policy. It directly addresses the objectives 1 and 4 of the call, namely to support knowledge transfer and best practices in terms of sharing and management of research data [Obj1], and develop and apply strategies on data sharing on a long term

perspective [Obj4]. WP4 will produce one of the documents explicitly required in the call (the Principles and Requirements of the Research Data Management Policy).

The following are envisioned tasks of this WP:

T5.1 - Good Practices and Resources in Open Science and Research Data Management (starting month 3 and ending 31 December 2025)

Efforts leading to identifying good practices, tools and important resources related with open science and research data management will be performed within the scope of this task. This will surely help solidify and complement the knowledge of the person that will later develop the institutional policy (see next task). This task will also complement T3.1 activities (which should be performed by the same person).

T5.2 - Moving Towards the Institutional Policy for Management and Sharing of Research Data (starting month 0 and ending 31 December 2025)

This task encapsulates all efforts put forward the writing of a proposal for an institutional policy for management and sharing of research data at the C4MSSData@UBI. It should be emphasized that some of those efforts will be placed on producing a document with placeholders, allowing other institutions to particularize the document to their reality or more easily use it as a starting point.

WP2 will produce 2 deliverables: D5.1 - *Good Practices Guide*, and D5.2 - *Principles and Requirements of the Research Data Management Policy*, which will contain the draft of the *Institutional Policy for Management and Sharing of Research Data*.

WP6 - Management of the Project, Dissemination and Quality Assurance (starting month 0 and ending 31 December 2025)

This WP includes most of the tasks and activities related with the management, dissemination and communication of the project, including quality assurance and monitoring. The detailed work plan (a prerequisite mentioned in the call) will be prepared in the context of this WP.

The following are envisioned tasks of this WP:

T6.1 - Elaboration of the Detailed Work Plan (starting month 0 and lasting 2 months)

The call for expressions of interest explicitly asks for the preparation of a more detailed work plan of the center in the first two months of the project. This task addresses that requirement.

T6.2 - Management and Reporting (starting month 0 and ending 31 December 2025)

This task will be responsible for monitoring the progress of the work plan and making sure that the activities are evolving according to schedule. It also includes activities related with risk management, reporting and quality assurance. For example, the quarterly progress reports (herein referred collectively as D6.2) will be prepared in the context of this task.

T6.3 - Communication and Dissemination (starting month 0 and ending 31 December 2025)

This task will be responsible for managing the communication and dissemination activities at a higher abstraction level, as some of the dissemination and communication activities will be performed in the context of WP1 and WP2. For example, news articles communication the kickstart or the progress of the project should be prepared in the scope of this task, along with the social media publishing plan. Individual social media posts might nonetheless be prepared in the context of other WPs.

This WP will produce 3 deliverables (titles are mostly self-explanatory): D6.1 - *Detailed Work Plan*, D6.2 - *Quarterly progress reports* and D6.3 - *Social Media Publishing Plan*. Notice that no Final Report is mentioned in the deliverables, as the compilation of all quarterly reports should serve the same purpose.

g. Allocation of Work Packages by Entity (for Projects Developed in Co-Promotion)

UBI will be responsible for all the tasks of the project as the sole applicant of the proposal, but the WPs and tasks will be assigned differently to the two senior technicians to be hired (mentioned in the general budget proposal). For example, the technician with background in communication sciences will be responsible for WP1, WP2, WP3 and WP6, while the technician with the background in computer science will be responsible for WP4 and WP5. The allocation at the task level is nonetheless independent of those responsibilities.

h. Main Deliverables

The list of deliverables planned for C4MSSData@UBI and due dates are as follows:

- D2.1 - Materials Used on Workshops (months 3, 6, 9 and 12);
- D3.1 - Notes and Documentation Concerning Research Data (end of the project);
- D3.2 - Pedagogical Materials for the training in FAIR principles and open science available as a MOOC in NAU (month 4);
- D4.1 - Strategies for Tackling Data Management Challenges (month 8);
- D4.2 - Data Curation and Dataset Availability Plan (month 9);
- D5.1 - Good Practices Guide (version 1.0 at month 6, version 2.0 at month 9);
- D5.2 - Principles and Requirements of the Research Data Management Policy (month 9);
- D6.1 - Detailed Work Plan (month 2);
- D6.2 - Quarterly progress reports (months 4, 8 and at the end of the project);
- D6.3 - Social Media Publishing Plan (month 1).

A set of milestones with associated means of verification will be defined in the detailed work plan (D6.1).

i. General Budget Proposal

The total budget for setting up and operating the C4MSSData@UBI is estimated to be ~120000€, which can be decomposed as follows:

- hiring of a senior technician with a background on communication sciences (one year), ~33000€;
- hiring of a senior technician with a background on computer science (one year), ~33000€;

- service contract or scholarship for a student in the area of communication sciences, namely multimedia, ~16000€;
- service contract or scholarship for a student in the area of computer science, ~16000€;
- acquisition of a computer server for testing and hosting research datasets, ~20000€;
- acquisition of computer software licenses (e.g., multimedia software licences) and consumables, ~2000€.

j. Assessment of the Impact of the Proposal on the National Scientific and Technological Ecosystem and on the Scientific Area in which it is being Implemented

The precise impact of the proposal is difficult to assess, especially given its short duration. Nevertheless, if funded, the C4MSSData@UBI will have a significant impact on the UBI research ecosystem, as having resources specifically devoted to the open science subject and research data management. C4MSSData@UBI will support activities that otherwise would not be possible empowering the internal community with skills and support structures. Moreover, the impact will be moderate and potentially long lasting at the national level, mostly because the MOOC will be freely available after the end of the project, and some of the deliverables should be useful in the future too. The proposal, following the UBI structural organization of organic units (faculties) and subunits (R&D units), is not focused on a given scientific area (apart from the potential research datasets that are to be provided). It will allow to address open science in a broader manner in the university and eventually move focus to specific areas along the project. An international contamination effect might also result from the participation of UBI in tasks concerning open science within the UNITA alliance.

k. Strategy for Disseminating the Results

Part of the C4MSSData@UBI deliverables will be made available along or at the end of the project as part of the strategy for disseminating the results. Some of the deliverables are envisioned as direct dissemination outputs (e.g., D4.1 - *Strategies for Tackling Data Management Challenges* is defined as a white paper). Deliverables comprising guidelines or materials for short trainings will be dissemination-ready from the start and they will be made available as soon as they pass quality checks. Additionally, the possibility to release the short training course as a massive open online course (MOOC) in NAU (<https://www.nau.edu.pt/pt/>) will be assessed in the first three months of the project. UBI can leverage the fact of being a partner of that platform (<https://www.nau.edu.pt/pt/noticias/universidade-da-beira-interior-ispia-instituto-universitario-e-es/>).

Communication of the project results will be mostly performed resorting to readily available social networks, especially the ones oriented towards professional or research communities such as LinkedIn, X/Twitter or ResearchGate. LinkedIn or ResearchGate. These platforms will be used for building the external community/network mentioned in WP1 (internal communication and dissemination will be performed via mailing lists or community building platforms such as discord or slack). We will try to assess which platform is better for that purpose, but LinkedIn will be mostly the platform with the largest investment in terms of outreach. In the first month of the project, LinkedIn and ResearchGate project pages (similar to <https://www.linkedin.com/company/ccc-centro>) will be created and the @C4MSSData X/Twitter handler will be set-up (the availability of the X handler was already checked at the time of writing of this candidature).

As part of the social media communication plan to be implemented (D6.3), at least one post will be published every two weeks in each of the previously identified platforms, either with direct outputs

of the project or with contents fostering FAIR principles and open science. News on the project will be published periodically when justifiable and start with the announcing of the project kick-starting (first month). This will additionally help to create the internal community and the network of external contacts.

The network concerning the UBI research ecosystem will be leveraged to disseminate the results and communicate the project also, at least at the regional level. Synergies with other external entities (such as research units and libraries) might be explored for that purpose too. Finally, the national network that is to be set up in the scope of macro call for proposals will hopefully constitute a vehicle to increase the impact of the project.

l. Perspective on Sustainability

The duration and budget of this project are short to fully pilot a data management center, especially given the very prolific and intensively evolving landscape in terms of research (and research data), in general, and in terms of technology and the means that data and research are shared, in particular. Either way, the setting up of this center at UBI will enable the hiring of several persons for one year. One of those persons will be trained and prepared specifically for the role of research data manager. The potential hiring of that person after 2025 will be analysed during the operation of the center along the year and UBI will continue to be actively looking for other funding opportunities.

The non-degree short course (to be developed in the context of WP3) is planned to be prepared as a MOOC, favouring reusage and targeting wider audiences, but with marginal costs. C4MSSData@UBI will produce a draft of the research data management policy, identify good practices and strategic lines that may be reused in years to come. This strategy sustains the plans for continuing the center operation (or its activities) beyond the end of the project and that some important pillars supporting its continuation (people with knowledge and critical resources) will be prepared in 2025.

m. Self-Evaluation and Quality Assurance Process

Some of the tools for the quality assurance process have already been implicitly provided by the criteria on the call, as the quarterly reporting requirement will ensure a close monitoring of the progress of the project. Self-evaluations will accompany the preparation of said reports, which will include the results of the evaluation.

All documents or resources produced in the context of C4MSSData@UBI will have an editor and a main reviewer (which will potentially be the two superior technicians to be hired in the context of the project). The documents will need approval of either the Vice-Rector for Research, Innovation and Development or the Pro-Rector for the Digital University before being submitted to any further procedures or sent to FCT, or before being disseminated. Additionally, the resources concerning the non-degree short course will be analysed by a team that is performing the revision of the materials for courses of the C-Academy (<https://www.cncs.gov.pt/pt/c-academy/>) before being released as a MOOC.

A draft version of the most important documents should be ready for revision at least three weeks prior to approval, to eventually allow for two rounds of improvements. Most of the contents (posts) for social networks will not require revision, but a social media publishing plan, detailing a preliminary schedule and topics for the entire duration of the project should be prepared in the first month of the project and submitted for approval.



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