



RIBES

REGIONAL INCLUSIVE BIOBASED
ENTREPRENEURSHIP SOLUTIONS

DELIVERABLE 1.2

Data Management Plan

Central European Initiative

23/08/2024



Funded by
the European Union

PROJECT INFORMATION

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SEN	Sensitive, limited under the conditions of the Grant Agreement	
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V2		Final Version based on partners' feedback	InCE

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Regional Inclusive Biobased Entrepreneurship Solutions

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ABBREVIATIONS

CA	Consortium Agreement
CBE	Circular Bioeconomy
DCP	Dissemination and Communication Plan
DMP	Data Management Plan
EB	Executive Board
EC	European Commission
ESP	Exploitation and Sustainability Plan
EU	European Union
GA	Grant Agreement
KOM	Kick-off Meeting
PAB	Project Advisory Board
PCOORD	Project Coordinator
PGA	Project General Assembly
PP	Project Partner
WP	Work Package
WPL	Work Package Leader

1. Data Summary

RIBES aims to increase the uptake of biobased innovations through innovative governance and business models, focusing on social entrepreneurship and rural development. The objective is to support transformative change in technological, social, and economic innovation— highlighting the potential of biobased entrepreneurship as a catalyst for positive change. The project targets 9 European regions with similar characteristics and challenges, identified based on various socio-economic indicators and data related to the agricultural and biobased sectors, demographics, and innovation capacity.

The project will establish 9 local Multi-actor Transformative Forums (MTFs) based on the Living Lab and Open Innovation concepts to address complex societal challenges through stakeholder participation and deliberation processes. RIBES will leverage its extensive networks to focus on specific sub-national levels— while promoting dissemination and replication at the country and EU level, particularly in Central, East, and South-East European countries.

Within this framework, data collection will be carried out through interactions with stakeholders at the local level, ad-hoc desk research, and knowledge from project partners. At the stage of project implementation, the information will be obtained through collaboration with researchers, representatives of the biobased businesses, and local administrations— especially those responsible for local development, social policies, and education. The bottom-up information flow will occur throughout the project's lifetime (WP2-WP5). Data collection will be employed exclusively to accomplish activities as foreseen in the Grant Agreement.

Project activities are expected to produce multiple data and research outputs to enhance the understanding of circular and biobased systems enabling PPs to deliver evidence-based results. Data are collected by local partners who transmit them to relevant WPLs— who are responsible for elaborating and interpreting the information. Consequently, raw data are stored and managed by local partners, whereas WPLs are tasked with maintaining elaborated data and relevant metadata. The following table provides a summary of activities and types of data— linking them to the relevant WPs:

Main Activities (WPs)	Type of data
Regional case studies - understanding of how socio-technical systems transform (WP2)	Interview transcripts
Survey on local perception about transformation needs (WP2)	Quantitative-numerical data, qualitative-textual data, report
EU based quantitative citizen study on attitudes and behaviors (WP2)	Statistical analysis files (numerical data), limited textual data, reports
Set up and operation of Multi-actor Transformative Forums (WP2, WP3, WP4)	e.g. Notes, minutes, photos, videos, GIS data, etc.
RIBES digital solutions (WP3)	Website analytics data, contact details, photos/ screenshots, videos, reports

Multi-Criteria Decision Analysis (WP3)	e.g. numerical data
Development of supporting methodologies and tools for RIBES Toolkit (WP3)	e.g. Machine generated data, notes, minutes
Events, e.g. workshops (WP2, WP3, WP4, WP5)	e.g. Contact data, photos, videos, minutes, etc.
Multi-actor dissemination, communication and collaboration (WP5)	Website analytics data, contact details, photos/screenshots, videos, machine generated data

Table 1 – RIBES Activities and Type of Data

All personal data collected/generated (e.g., during interviews, surveys) will be controlled and processed ensuring informed consent, in full compliance with GDPR (EU 2016/679) and other relevant applicable EU and national regulations, protecting the data subjects' rights and freedoms concerning the processing of their personal data. The RIBES partnership embraces the FAIR data principles, guaranteeing that the research data should be findable, accessible, interoperable, and re-usable.

The project will also build on past or ongoing activities under the BBI-JU and seek synergies with upcoming activities of the Circular Bio-based Europe Partnership and Horizon Europe calls. Some data will be collected by partners in previous projects, such as BIOLOC and CELEBIO, that will be re-used to avoid reduplication (performing updates when necessary). While RIBES will capitalize on existing data, it will also enhance local capacities to deploy “green” solutions based on enhanced strategic planning capacities, improved governance, and increased availability of biobased products (intermediates, energy, materials).

Data collected and processed within RIBES to achieve the project's tasks will be useful to the local administration, decision-makers along circular bioeconomy value chains (members of the business community, investors, SMEs, etc.), researchers, as well as the EU services and national authorities responsible for strategic planning in the field.

2. FAIR data

2.1 Making data findable, including provisions for metadata

The data collected for the RIBES project will be used to achieve project objectives and milestones, and to complete deliverables. All data will be made available under open-access provisions. Appropriate file formats, such as Word, Excel, and PPT (or their open-source equivalents), will be selected accordingly and exhaustive legends will be included in all documents for clarity.

Data designated for reuse within the RIBES project will be stored in a reliable repository, such as Zenodo, and will be discoverable through standard identification methods, such as essential metadata and Digital Object Identifiers assigned via DataCite. Public deliverables will be accessible on the project website, and any open research output will be deposited in trusted online repositories for open access.

Deliverables marked as public will be published on the RIBES web portal, while any open research output (e.g. datasets, publications, practice abstracts) will be deposited in trusted online repositories (e.g. Zenodo, Open Research Europe, Knowledge Centre for Bioeconomy), providing open access (green or gold). The RIBES consortium's private file-sharing folder will facilitate secure data exchange among partners and serve as a repository for all project documentation. Additionally, each partner's institutional online repository will host and maintain the data until the project is concluded.

2.2 Making data accessible

As stated above, the data considered open for re-use will be deposited in a trusted repository and made discoverable via a standard identification mechanism. Data searchability will be enhanced by employing consistent naming conventions, comprehensive metadata creation, and effective data versioning. Accessing the open data in the repository won't require any special method or software and files can be downloaded using a standard web browser via the HTTP protocol.

The data collected and generated will be openly available with as few restrictions as possible, with due diligence to protect sensitive data from inappropriate access. Stakeholders will have the ability to access our open data by simply using their web browser. Where applicable, the Amnesia, OpenAIRE's tool will be employed for data anonymization.

2.3 Making data interoperable

RIBES will enhance data interoperability by utilizing metadata vocabularies, standards, and methods. In parallel, data interoperability will be facilitated through Zenodo, since its metadata will be stored internally in JSON format according to a defined JSON schema. The project's data and research outputs will be openly available under the Creative Commons licensing scheme, promoting re-usability. Quality assurance and control activities will be implemented, including peer review of methods and data summaries, and technical checks on data consistency, integrity, and correctness.

2.4 Increase data re-use

As per Article 16 of the Grant Agreement, the beneficiaries that generate results will own them, including the data generated in the process. Additionally, in accordance with Article 17, the partners involved in RIBES will ensure open access to peer-reviewed scientific publications related to their results. The project's open results, deposited in the appropriate repository, will be available for use by third parties after the project's end.

3. Other research outputs

Other research outputs that may be generated or re-used throughout RIBES activities will be made available on the project's website and will follow the FAIR data principles described in this document.

4. Allocation of resources

Data collection and management are crucial components of project activities, especially within WP2 and WP3. There will be no costs associated with ensuring that data and project outputs are Findable, Accessible, Interoperable, and Reusable (FAIR) within the project.

Concerning data management responsibilities, each local partner is accountable for the data collected locally, while WPLs are responsible for the metadata resulting from the analysis of the collected data. The specific responsibilities at both the project and partner levels are comprehensively outlined in deliverable D1.1 - Project Management and Quality Plan. Additionally, all project deliverables will be made available on the project's website.

5. Data security

RIBES deliverables will be published on the project's website and hosted on redundant certified servers. Data collected by PPs will be stored on their respective servers according to internal rules and practices.

6. Ethics

As previously mentioned, RIBES will engage external stakeholders in various activities— e.g., surveys, workshops, interviews— resulting in collecting, processing, and transferring personal data. To ensure the protection of participants' rights and their information, stringent privacy measures will be adhered to throughout the project. In this regard, the following deliverables showcase all ethical measures to be adopted to meet related standards and regulations:

D6.1	H - Requirement No. 1	- Procedures and criteria to identify/recruit research participants - Informed consent procedures implemented for the participation of humans and in regard to data processing - Templates of the informed consent/assent forms and information sheets covering the voluntary participation and data protection issues- Clarification on vulnerable individuals/groups involvement, and, measures	31/08/2024
D6.2	POPD - Requirement No. 2	- Justification for the processing of sensitive ('special categories') personal data - Clarification on personal data processing - Technical and organisational measures to safeguard the rights and freedoms of the data subjects/research participants - Security measures implemented to prevent unauthorised access to personal data or the equipment used - Description of the anonymization/pseudonymisation techniques - Measures for personal data transfer from the EU to a non-EU country or international organisation,	31/08/2024

		- Measures for personal data transfer from non-EU country to the EU - Explanation/clarification on profiling activities - Explicit confirmation that the data used in the project is publicly available and can be freely used for the purposes of the project - Explicit confirmation and measure for the further processing of previously collected personal data	
D6.3	NEC - Requirement No. 3	- Activities undertaken outside the EU in non-EU countries must be legal in at least one EU Member State and comply with the Horizon Europe ethical standards. Detailed information on compliance of the relevant activities with respective legal framework(s) must be submitted as a deliverable before the start of the relevant activities. Detailed information to demonstrate that fair benefit-sharing arrangements with stakeholders from low and lower-middle income countries are ensured - Assessment of the risks to research participants and staff involved in this project and detailed information on the measures to minimize those risks	31/08/2024
D6.4	OEI - Requirement No. 4	- core ethical concepts and principles of RIBES activities - general ethical requirements - general ethical measures to be adopted - procedures and profile of the external ethics advisor	31/03/2024
D6.5	OEI - Requirement No. 5	A report by the Ethics Advisor must be submitted at month 6 and followed by the end of each reporting period.	31/08/2024
D6.6	OEI - Requirement No. 6	A report by the Ethics Advisor must be submitted at month 6 and followed by the end of each reporting period.	31/08/2025
D6.7	OEI - Requirement No. 7	A report by the Ethics Advisor must be submitted at month 6 and followed by the end of each reporting period.	28/02/2027

Table 2 – RIBES Ethics Deliverables

7. Other issues

No other national/funder/sectorial/departmental procedures will be used for data management in the project.

The project

The **RIBES** project **aims** to enhance the uptake of bio-based innovations in nine (9) European regions (Bulgaria, Greece, Croatia, Italy, Poland, Romania, Serbia, Slovakia, Ukraine) by developing new governance and business models that combine social entrepreneurship with rural development, thus advancing the transition to a circular economy.

Coordinator: **Central European Initiative**

PARTNER		SHORT NAME
	Central European Initiative	INCE
 Maastricht University	Maastricht University	UM
 CERTH CENTRE FOR RESEARCH & TECHNOLOGY HELLAS	Centre for Research and Technology Hellas	CERTH
	BIOCOM	BIOCOM
	White Research	WR
 UNIVERSITY OF HOHENHEIM	University of Hohenheim	UHOH
	CIRCE - Centro Tecnológico	CIRCE
	Q-PLAN International	QPL
	ARX.net	ARX.NET
	European Rural Development Network	ERDN
	Agricultural University Plovdiv	AUP

	MedINA	MedINA
	Energy Institute Hrvoje Požar	EIHP
	SPRING	SPRING
	Balkan Rural Development Network	BRDN
	Rzeszowska Agencja Rozwoju Regionalnego S.A.	RARR
	Lucian Blaga University of Sibiu	ULBS
	Faculty of Technical Sciences University of Novi Sad	FTN
	Bioeconomy Cluster	BEC
	FORZA Agency for Sustainable Development of the Carpathian Region	FORZA

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