

Work plan (see also attached gannt chart)

Version 3, 18/06/2019

Phase 1: Create a nationwide commitment

Estimate: 2 months/52 hrs (and continuously through project)

1. Share final project proposal within LCRDM pool of experts and other relevant stakeholder groups in the Netherlands
Approach:
 - Various stakeholders' discussion lists (online) (done)
 - Kick off presentation at the LCRDM Pool of Experts Network meeting (April 11, 2019) (done)Time span: 1 month (June 2019)
Estimated time investment: 4 hrs

2. Extend LCRDM Task Group core team and consulting committee
Approach:
 - Issue call to join in through various stakeholders' discussion lists
 - Approach people personally (done)
 - Plan and have a first FtF-meeting at in June 2019 (done)Time span: 2 weeks (June 2019)
Estimated time investment: 16 hrs (incl. 2 hrs x 7 core team members)

3. Involve potentially relevant target audiences within the (Dutch) community
Approach: will follow from task 1, 2 and 4
Time span: 3 weeks (June/July 2019)

4. Prepare nationwide adoption and implementation plan
Approach: will follow from task 1, 2 and 4
Time span: 3 weeks (June/July 2019)
Estimated time investment: 32 hrs (incl. 3 hrs x 7 core team members)

Deliverable for this phase: adoption and implementation plan

(including target audiences and blueprint/preparation steps for phases 2, 3 and 4)

Phase 2: Review the existing 23 Things content

Estimate: 5 months/192 hrs

Main focus: Adoption of the existing 23 Things in the Netherlands. Start with review to see whether the Dutch context/different audiences require an update (since the Dutch context might be different / new audiences may require a different focus/approach/content).

1. Review, and if necessary update, 23 Things text according to recent RDM developments (FAIR, GDPR, Open Science)
2. Review, and if necessary update, links and references to reflect Dutch and European initiatives and resources

Approach:

- 2 half-day sprint sessions (Core Team)
- Consultation of RDA/Working Group to discuss outcomes of review process

Time span: 2 months (July/August/September 2019)

Estimated time investment: 64 hrs (incl. 8 hrs x 7 core team members)

3. After consultation with the RDA/Working Group, where necessary, textual adaption to other target audiences

Approach:

- 4 half-day sprint sessions (Core Team + stakeholders)

Time span: 3 months (September/October/November 2019)

Estimated time span: 128 hrs (incl. 4 hrs x 25 stakeholders)

Deliverables for this phase: reviewed version(s) of the 23 Things

(adapted to Dutch / European situation and to different target audiences; number depends on the needs; in consultation with RDA/Working Group)

Phase 3: Getting the 23 Things adopted in the Netherlands for different target audiences

Estimate: 5 months/320 hrs

1. Test the potential adoption of the 23 Things in daily practice

Approach:

- Multiple local working sessions (Core Team + RDM supporters + people from the relevant target audiences)

Time span: 3 months (December 2019/January/February 2020)

Estimated time investment: 128 hrs (incl. 2 hrs x 25 RDM supporters + 25 people from the target audiences)

2. Test the potential adoption of 23 Things as a basis for training on RDM in the Netherlands

Approach:

- Multiple local/national working sessions (Core Team + RDM supporters + RDM training coordinators)

Time span: 3 months (December 2019/January/February 2020)

Estimated time investment: 128 hrs (incl. 2 hrs x 25 RDM supporters + 25 RDM training coordinators)

3. Test the usefulness and potential usage of the 23 Things with stakeholder groups

Approach:

- Central meeting with representatives of stakeholder groups

- Collect use cases

Time span: 4 months (January/February/March/April 2020)

Estimated time investment: 64 hrs

Deliverables for this phase: use cases and recommendations for use of the 23 Things

(in daily practice (reference tool), in training and for different stakeholders)

Phase 4: Dissemination of the reviewed/adopted versions of the 23 Things

Estimate: 12 months (full project period)/344 hrs

1. Create a Zenodo community to broadcast information on the project, and post updates and deliverables, including the reviewed/adopted versions of the 23 Things once tested and proved useful by the RDM community
Time span: full project period
Estimated time investment: 64 hrs
2. Add to the Zenodo Community documentation the description of methods, experiences and results for those who want to review/adopt the 23 Things in their own context
Time span: full project period
Estimated time investment: 64 hrs
3. Broadcast deliverables through national and international channel, via interactive website or app, reference cards, (poster) presentations, webinars and - if accepted - a use case paper in a data journal
Time span: full project period
Estimated time investment: 152 hours (including 24 hours web design)
4. Plan maintenance and updating the versions, sustainability plan, review consulting committee & stakeholders, appointment of safe keeper
Time span: April/May/June 2020
Estimated time investment: 64 hours
Safe keeper to start activities from June 2020 onwards, after the finalising of the project

Deliverables for this phase: Zenodo community, guidelines for adopting 23 Things in other contexts, promotion material, sustainability plan