

NIH Prospective Research Survey

PI Data Entry Tool — RECURRING Meeting Instrument

This survey instrument is designed to be used by the RADS PIs for guided interviews/surveys with researchers about their ongoing NIH funded research.

1. Is this the initial meeting (intake) or a follow-up meeting with a researcher?

- Initial meeting (intake)
- Follow-up meeting

2. Is this the FINAL meeting you will have with the researcher?

- Yes
- No

3. How many previous meetings have you had with this researcher, including the intake meeting?

- One
- Two
- Three
- Four
- Five
- Six
- Seven
- Eight

4. Please log in.

Institution:

Last name of researcher:

Researcher Survey Questions

Data Types and Amount

5. Have you collected any data between our last meeting and this meeting?

- Yes
- No

5a. (If 'yes' is selected) How much data have you generated/collected up to this point? (Write-In)

Interviewer: Can answer in either TB or Number of Files

Overall Size (write in value — numeric):

Select Units:

- MB
- GB
- TB
- PB
- #

Number of Files (write in value):

Select Units:

- MB
- GB
- TB
- PB
- #

5b. What kinds of data have you generated/ collected? (Write-In)

Collaborator Information

6. Since the last time we met, have there been any changes in collaborators, personnel, or lab members who are working on this project with you?

- Yes
- No

6a. Please list any additional collaborators below, with their [WASHU role only] name and salary. I'll ask you about any people who left in a moment.

	Collaborator Information			How should salary be interpreted? (Hourly or Salary)
	Name (or unique role only)	Role (if giving name)	Approx Salary/Wage	
Person 1				
Person 2				
Person 3				
Person 4				
Person 5				

7. Have any of these collaborators had a major salary/role adjustment that affects their salary as it relates to the work on this project?

Note: If none, leave blank.

	Collaborator Information			How should salary be interpreted? (Hourly or Salary)
	Name (or unique role only)	Role (if giving name)	Approx Salary/Wage	
Name or Role 1				
Name or Role 2				

	Collaborator Information			How should salary be interpreted? (Hourly or Salary)
	Name (or unique role only)	Role (if giving name)	Approx Salary/Wage	
Name or Role 3				
Name or Role 4				
Name or Role 5				
Name or Role 6				
Name or Role 7				
Name or Role 8				
Name or Role 9				
Name or Role 10				

7a. Are there any other notes or comments about your collaborators and their roles/salaries that might have changed between now and our last meeting? (Write-In)

8. Have you had any major changes in salary/role as it relates to this project since the last time we met? If so, please let me know the changes in your role or salary. *Note: If none, leave blank.*

PI annual salary (in US \$):

Data Management and Sharing Activities

Now we are going to ask you about activities or actions that we consider to underlie or be part of Data Management and Sharing. These activities are grouped by phases of a research lifecycle, from planning to project closeout. Not all activities may be applicable to you in your work or in where you currently are in the project.

	Was this done?			If yes, by whom?				Specify units if the following were selected	
	Yes	No	Not Applicable	Self	Lab / Collaborator	Institutional Support	External Support	Institutional Support	External Support
education pertaining to data sharing									

Interviewer capture any notes or additions to responses here (Write-In)

14. Are there any other data management and sharing activities that you, your lab members, or collaborators have done that I did not ask about? (*Leave blank if no*)

	Was this done?			If yes, by whom?				Specify units if the following were selected	
	Yes	No	Not Applicable	Self	Lab / Collaborator	Institutional Support	External Support	Institutional Support	External Support
Other									
Other									
Other									

Interviewer capture any notes or additions to responses here (Write-In)

Staffing Time

We are interested in learning more about who is doing the data management and sharing activities and the time/costs involved.

For these questions, please again consider the **time frame from our last meeting until this one**.

15. Thinking about the activities listed above, how much time have YOU spent on data management and sharing tasks?

You can either answer in a percentage time if you regularly engage in these activities, or in numbers of hours spent on these tasks if they are done more rarely. Whichever is easiest to answer.

	Amount of Time	
	Percent of Time (0–100)	Number of Hours (whole number)
Researcher PI		

16. Now, we want to know how much time the various team members you listed before have spent on these activities so far on this grant project.

For each person, you can either answer in a percentage of time if they regularly engage in these activities, or in numbers of hours spent on these tasks if they are done more rarely. Whichever is easiest to answer.

	Amount of Time	
	Percent of Time (1–100%)	Number of Hours (whole numbers)
Name or Role 1		
Name or Role 2		
Name or Role 3		
Name or Role 4		
Name or Role 5		

Infrastructure Cost

Now we are going to ask about costs associated with purchasing infrastructure generally to support data management and sharing.

When answering this question, please think about the time from our last meeting to this one. Do not include any purchases you reported in our previous meeting, unless there has been an additional expense.

17. Have you purchased any technology, software, hardware, or any other infrastructure that has been used to complete these DMS activities?

	Purchased	Specifics	
	Check if purchased	Description	Cost (in \$)
Hardware (e.g., computers)			
Software (e.g., licenses)			
Computing time			
Storage fees			
Repository fees			
Other infrastructure fees (<i>write-in</i>)			
Other non-infrastructure fees (e.g., external consultant) (<i>write-in</i>)			

18. For expenses you reported (both staff time and infrastructure costs), were there any that were DIRECTLY charged to your grant?

- Yes
- No

18a. (If 'yes' is selected) Please describe which expenses were directly charged to the grant.

Staff time (write-in):

Infrastructure (write-in):

19. For expenses that were not directly charged to the grant, how were these costs covered?

- Start up funds
- Departmental funds
- Other grant funds
- Provided by institution
- Other, please specify (write-in)

Wrap Up

20. Is there anything else you want to share about your DMS expenses and activities that I have not asked about in this meeting? (Write-In)

Entry use only: Please note any other issues/notes/concerns in this field (Write-in).

Last Meeting Question(s)

21. (If 'final meeting' selected in Q4) After this process, how would you budget differently to cover data management and sharing activities (if at all)? Please explain (Write-In).