

# MRIP Data Management Standard 2.0

FY 2011 Proposal

Lauren Dolinger Few

Created: 05/13/2015

# 1. Overview

## 1.1. Sponsor

Lauren Dolinger Few

## 1.2. Focus Group

Information Management

## 1.3. Background

Previously, the MRIP Data Management Standard (MDMS) system was created as an initial step toward data management and standardization of MRIP data. This entailed developing an inventory that includes current protocols for sampling, data collection, and processing; sampler training and evaluation, and sampling frame maintenance; metadata standards; data management documentation; data elements and definitions; and data accessibility. Seventy-five programs were identified across regions for inclusion in the MDMS system. The data elements are maintained in a database format that allows for review, edit, and download. The NMFS Data and Information Management Policy Directive (Data Policy)

[<https://reefshark.nmfs.noaa.gov/f/pds/publicsite/documents/policies/04-1111.pdf>] requires all NMFS funded projects to publish metadata and data in the Fisheries Information System (FIS) centralized metadata repository, InPort, within 1 year of collection. The Information Management Team (IMT) hopes to provide a new tool to MRIP project leads and data stewards that will enable and encourage the effective management of metadata as projects are developed, built upon the existing MDMS database. The IMT recognizes the time burden that preparing documentation, and report preparation places on project leads. The IMT would like to coordinate and minimize the burden of these processes as much as possible.

## 1.4. Project Description

MDMS will be updated to coordinate two critical information management processes: meeting the requirements of the Data Policy, and MRIP project reporting. MDMS 2.0 will replace the current project proposal and plan templates used within MRIP for FY2010, and include a project reporting mechanism. The scope of the data collected will be expanded to collect additional information management details necessary to fulfill the Data Policy. MDMS 2.0 will maintain the necessary data in the database, as well as provide output options for alternate output needs (e.g. "report" format). As part of this project, development tasks will include the enhanced scripting necessary to push MDMS data to InPort. Project reporting metadata, inappropriate for InPort, will be maintained in MDMS.

## 1.5. Public Description

## 1.6. Objectives

2.1 Final Deliverables 1. An online tool to allow MRIP project leads to enter project management information as metadata 2. Functionality to generate project proposals, plans, and reports that are currently generated manually. 3. Functionality to push MRIP project metadata, including the contents of MDMS, to InPort. 4. A final report describing the technical details.

## 1.7. References

# 2. Methodology

## 2.1. Methodology

## 2.2. Region

Alaska, Caribbean, Gulf of Mexico, Mid-Atlantic, North Atlantic, Pacific, South Atlantic, Western Pacific Islands

## 2.3. Geographic Coverage

## 2.4. Temporal Coverage

## 2.5. Frequency

## 2.6. Unit of Analysis

## 2.7. Collection Mode

# 3. Communication

### 3.1. Internal Communication

The project team will meet on an as needed basis, with regular updates to the Technology Lead.

### 3.2. External Communication

At each phase of the project, the IMT will be provided an opportunity to review and comment on the progress via email, or during a web conference. With each production phase, the ESC and OT will be notified via email.

## 4. Assumptions/Constraints

### 4.1. New Data Collection

N

### 4.2. Is funding needed for this project?

Y

### 4.3. Funding Vehicle

NA

### 4.4. Data Resources

The IMT is assuming that development support will be provided by NMFS Science Information Division (ST6). In order for end the results of this project to be a success, the OT will need to require submittal of project proposals and plans through the IMUI. Before data can be pushed to InPort, it is assumed that some changes may be necessary for InPort.

### 4.5. Other Resources

### 4.6. Regulations

### 4.7. Other

## 5. Final Deliverables

### 5.1. Additional Reports

See Objectives

### 5.2. New Data Set(s)

### 5.3. New System(s)

## 6. Project Leadership

### 6.1. Project Leader and Members

First Name	Last Name	Title	Role	Organization	Email	Phone 1	Phone 2
System	Admin		Team Member				
Oracle	Architect		Team Member				
Oracle	DBA		Team Member				
InPort	Developer		Team Member				
Java	Developer		Team Member				

First Name	Last Name	Title	Role	Organization	Email	Phone 1	Phone 2
Oracle	Developer		Team Member				
Lauren	Dolinger Few	IT Specialist	Team Leader	NMFS	Lauren.dolinger.few@noaa.gov		
Scott	Sauri	IT Specialist	Team Member	NMFS			
Tech	Writer		Team Member				

## 7. Project Estimates

### 7.1. Project Schedule

Task #	Schedule Description	Prerequisite	Schedule Start Date	Schedule Finish Date	Milestone
1	Project Proposal Module: Post to test server		11/29/2010	12/15/2010	
3	Complete plan module: Post to test server	1,	12/17/2010	01/31/2011	
2	Project Proposal Module: Post to production	1, 10,11	11/29/2010	01/07/2011	
4	Complete plan module: Post to production	1,3,10,11	12/17/2010	02/28/2011	
5	Project Report module : Post to test server	3	02/01/2011	02/28/2011	
6	Project Report module : Post to production	3,4,10,11	02/01/2011	03/31/2011	
7	Functionality enhancements: Report Output options	5,6	02/01/2011	03/31/2011	
8	Functionality enhancements: Metadata Output options		02/01/2011	04/30/2011	
11	Security enhancements: Centralized Account Management (CAM) Integration		02/01/2011	06/30/2011	
12	Interface w/InPort	5,6	02/01/2011	06/30/2011	

Task #	Schedule Description	Prerequisite	Schedule Start Date	Schedule Finish Date	Milestone
9	Functionality enhancements: Bulk attribute loading		02/01/2011	04/30/2011	
10	Security enhancements: Meet NMFS CIO requirements		02/01/2011	12/31/2011	

## 7.2. Cost Estimates

Cost Name	Cost Description	Cost Amount	Date Needed
Oracle Architect	6 mo @ 10%	\$15510.00	12/01/2010
Technical Writer	6 mo @ 10%	\$6325.00	12/01/2010
Java developer	6 mo @ 100%	\$134200.00	12/01/2010
Oracle Developer	6 mo @ 50%	\$36300.00	12/01/2010
Oracle DBA	6 mo @ 10%	\$15510.00	12/01/2010
System Admin	6 mo @ 10%	\$12430.00	12/01/2010
TOTAL COST		\$220275.00	

## 8. Risk

### 8.1. Project Risk

Risk Description	Risk Impact	Risk Probability	Risk Mitigation Approach
Technical: InPort support not made available within our time frame	Unable to push data to InPort	Medium	Involve InPort team early in process to give them time to plan for our needs, offer assistance where possible
Management: Requirements from NMFS changing during development	Need to change details of plan, delays in deliverables	Medium	Maintain contact and participation with FIMAC and CIO
General: Loss of interest and participation from regional stakeholders	Less buy-in of final product	Low	Maintain open and frequent communication with stakeholders

## 9. Supporting Documents