Researchers can add a dataset resulting from NSF-funded research as a research product in the National Science Foundation (NSF) Public Access repository (NSF-PAR).

- The dataset archival feature has been designed to allow the addition of a dataset’s metadata information using the dataset’s pre-existing digital object identifier (DOI).

- NSF has implemented this capability in alignment with its long-standing commitment to clear and open communication of research results.

- Effective March 2023, datasets added to the NSF-PAR will auto-populate into NSF in-progress project reports (i.e., unsubmitted project reports) in the Research Performance Progress Report (RPPR) module in Research.gov.

- This dataset capability does not change any reporting requirements.

- **Key Requirement:** You must have previously deposited your dataset into a repository which associates a DOI with your dataset.
  - Your dataset can exist in various file formats and in various file sizes in a repository of your choice.
  - The NSF-PAR will only store the metadata information from the DOI associated to your dataset. Your dataset will not be replicated in the NSF-PAR.
  - Your repository provider must either register (i.e., mint) a new DOI or upload a pre-existing DOI and associated metadata with DataCite.org.
  - Only the metadata that has been added to DataCite.org will be stored in the NSF-PAR and made available to the Public Access search application.

### Overview of Adding Dataset to NSF-PAR and In-progress Project Reports

- Select dataset as your research product in NSF-PAR
- Enter your DOI
- Verify your dataset’s metadata information
- Add your Award ID to your dataset
- Acknowledge the NSF Grant Conditions
- Submit your dataset and it will be auto-populated into your NSF in-progress project report for the corresponding Award ID

### Steps for a PI or co-PI to add Dataset Information to the NSF-PAR

1. **Sign in** to Research.gov:
   - Open Research.gov.
   - Click Sign In located at the top right of the screen to enter credentials.
   - On the NSF User Sign In page, sign in to Research.gov with your NSF credentials, organization credentials, or with your Login.gov credentials and click the Sign In button.
2 Click the Add Research Products link under Awards & Reporting on the Research.gov homepage to navigate to the Add Research Products screen in the NSF-PAR.

To access restricted features, add a role

Proposals
Prepare and Submit Proposals
(Letters of Intent, Preliminary, Full, Renewal, Postdoctoral Fellowships and SBIR/STTR)
F Access FastLane for Limited Functionality
(Proposal File Updates, Proposal Downloads, Budget Revisions)
Demo Site: Prepare Proposals (Training)
Proposal Status

Reviews & Meetings
Provide Reviewer Profile Information

Panelist Functions
(Travel and Reimbursement, Meeting Sign-in, Panel Review System, Interactive Panel System)
Proposal Review
(Prepare Review, View/Save Proposal for Review, Interactive Panel System)

Awards & Reporting
Notifications & Requests
Supplemental Funding Requests (including Career Life Balance)
Demo Site: Supplemental Funding Requests (Training)
Project Reports
Continuing Grant Increments Reports
Award Documents
Award Functions
NSF Public Access Repository (NSF-PAR)
Add Research Products
Manage Research Products

3 Select Dataset as your research product and Click Next.
Add your dataset’s DOI and Click Retrieve.

You must add your dataset to a third-party repository and obtain a DOI before proceeding with the entry form.
5 Verify the metadata and Click Next.
6 **Associate** your NSF Award ID to your dataset and **Mark** the box for the acknowledgement statement.

If you want to associate an additional NSF award ID for which you are a PI/co-PI, click the **Add Additional Award ID** link.

Click here to remove an NSF award ID before submitting
Review your dataset metadata information and Click Submit.
Dataset addition completed in the NSF-PAR:

- A success banner is displayed once you have completed your dataset addition.
- Note the NSF-PAR ID number on the confirmation page. You will be able to use this ID to locate this dataset entry in your in-progress project report in Research.gov within a few hours.

**Auto-population of Dataset in your In-progress Project Report**

Your dataset that was added to the NSF-PAR will auto-populate in your in-progress project report in Research.gov within a few hours.

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<th>Citation / Description</th>
<th>Product Status</th>
<th>Year</th>
<th>Status</th>
<th>Actions</th>
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<td>2022</td>
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By navigating to the Products tab of your report, you may view product summary information for additions made to your in-progress project report and the NSF-PAR in the Product Summary module.

Questions and Helpful Resources

- **NSF Help Desk**
  IT system-related and technical questions may be directed to the NSF Help Desk at 1-800-381-1532 (7:00 AM - 9:00 PM ET; Monday - Friday except federal holidays) or via rgov@nsf.gov.

- Additional training resources are available on the Research.gov About Public Access page. Please also refer the NSF Public Access Initiative for more information.

We Want Your Feedback!

- We want your thoughts on the workflow for adding datasets to the NSF-PAR and auto-populating your dataset from the NSF-PAR into your in-progress project reports.
- Please send your feedback to publicaccess@nsf.gov.