

The Love Consortium Example Document: Memorandum of Understanding Between Principal Investigator (PI) and Data Seeker

The PI is responsible for:

- Providing the data and all necessary documentation in a timely fashion (with format to be negotiated between PI and requestor).
- Responding to questions and clarification about the data structure, content, collection, procedures, and potential errors in timely fashion.
- Informing the requestor about the possibility of potential conflicts in manuscript aims or content.
- Reviewing and vetting any manuscripts using the data (emphasizing that methods are accurately represented); it is expected that disagreements will be resolved through discussion and compromise and the Consortium is not responsible.
- Securing and maintaining IRB compliance for data sharing as needed at their university.

The requestor is responsible for:

- All data management (e.g., variable renaming, recoding) and all psychometric analyses.
- Include all grant acknowledgements and co-authors whom the PI believes merit authorship.
- Mandated publication archiving and copyright adherence.
- Keeping the PI informed as to the progress of the work in a timely manner.
- Securing and maintaining IRB compliance for data use as needed at their university.

In addition:

- Data may not be used for any class presentation, talk or poster presentation or manuscript without approval by the PI. PIs will not unreasonably withhold such approval.
- All data are confidential unless otherwise agreed to.
- The requestor may not share the data with other investigators without the PI's approval.
- The requestor will store and access data according to the agreed-upon regulations by the PI.

Both parties agree to:

- Keep in regular contact about the progress of the work.

Negotiated:

- Requestor will share created variables with the PI and the PI has the right to share this with all future investigators.
- Authorship (including order) should be negotiated prior to the project beginning; it is customary that PIs will not be co-authors in meta-analyses but will be authors on re-analyses of existing datasets. Integrative Data Analysis is a special case that may require additional negotiation. Simply providing data is not enough to qualify as an author (as per American Psychological Association guidelines); expectations for what all authors should provide will

be negotiated at the beginning of the project. We highly recommend that PIs request and review for approval a concept paper for each manuscript. (See additional Sample document.)

- In the case of disagreements, the PI may wish to not be an author on the manuscript; it is expected that the PI will instruct the requestor about errors and misinterpretations so the proper methods can be used. The PI may choose to have right of refusal to publish but this must be disclosed in the initial agreement. The PI will not exercise this right of refusal based solely on disagreement with the conclusions of the research study, but rather will do so only if he or she believes that substantial errors in analysis or interpretation have been made.
- The PI and requestor are responsible for negotiating a reasonable timeline of progress, and both have the right to pursue other options if either believes the progress has not been adequate. The PI may choose to clarify a timeline after which the data agreement would need to be renegotiated. Agreements will not be terminated by either party for slow progress unless the proposed timeline is substantially violated. Arbitration is the responsibility of the PI and requestor and not the Consortium.
- If progress on a manuscript is delayed beyond the proposed deadline, then the lead author should seek an extension. The extension may or may not be granted, depending on a number of factors, so delays should be avoided and the PIs should be kept in the loop.

Meta-analysis will have separate rules.