

# CESSDA Widening Activities 2018

## 1. Resource directory and gap analysis

# Description of the activities

## Resource directory

- Main goal

To provide an extensive guide into available CESSDA resources for data service building, knowledge and capacity development

*Deliverable due for June 2018*

*Publish results on CESSDA website and Knowledge Platform*

- Resources

All project partners involved  
4.5 PMs

## Gap analysis

- Main goal

To make a gap analysis of CESSDA support collecting feedback from CESSDA non-member SPs

*Deliverable due for December 2018*

*Publish results on CESSDA website and Knowledge Platform (?)*

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FORS (1.5, lead)  
DANS (1)  
ADP, CSDA, TARKI, SND (0.5 each)

- From the work plan:

Review tools, documents, support services, results from CESSDA SaW, CESSDA internal projects, SERSCIDA, SEEDS and other widening related activities

- How to proceed?

- First idea:

1. Define appropriate projects
2. Gather the documents, tools, etc.
3. Analyse and sort the documents, tools, etc.

- Second idea:

1. Define categories and organise documents based on the *Guide for Developing National Data Service Plans* and, to some extent, on the *Capability Development Model*, both created during CESSDA SaW
2. Gather the documents via all CESSDA member SPs

- Proposal for workflow

1. Define categories (FORS, DANS, ADP) – 22 January
2. Collect the resources – End of March
  - a. Create the excel sheet (collection tool) (FORS + all) – 29 January
  - b. Collect SP emails (contact person) (CSDA) – 29 January
  - c. Create text, send the emails and reminders (CSDA) – 1<sup>st</sup> emails early Feb.
  - d. Assemble the sheets and documents received in a common folder on Google drive (CSDA) – End of March
3. Create the resource directory – End of June
  - a. Gather the answers in the same excel sheet and clean it up (FORS) – Early April
  - b. Organise the review of documents (FORS) – Mid-April
  - c. Review the documents (decide to keep, change category, exclude, etc.) (all) – End of May
  - d. Prepare the guide (and deliverable) (all) – End of June

# Gap analysis

## Planning the activity

- From the work plan:

The project will collect available feedback from non-member SPs to provide a gap analysis.

- How to proceed?

- Gap analysis: in terms of both not giving enough support in one area and some areas totally missing (need clarification)
- Send the resource directory to the target group? Based on this, they can send us their needs...
- Create a questionnaire for target group (online survey or word document sent per email) with open questions.

- And so what?

- Next steps in 2019 based on the gap analysis

# Discussion

- How to support local teams in building and developing their archives?

- **Passive support**

Documents, tools, online trainings, guides, etc.

→ Resource directory helps archives' teams to find appropriate information.

- **Active support**

Advice, guidance, being in touch, answering their questions, helping archives step-by-step, etc.

→ Who to contact? Should an expert group be developed?

- Any other points to discuss?

FORS 

explore.understand.share.