

Housing Freedom

Data
Management
Plan

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Housing as a Tool for Freedom:
A Future Away from
Incarceration [GA101219668]

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Housing as a Tool for Freedom: A Future Away from Incarceration

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SUMMARY

The HOUSINGFREEDOM project will generate a heterogeneous and interrelated body of qualitative, quantitative, visual, spatial, participatory and administrative research data to investigate how housing shapes post-incarceration trajectories across Portugal, Belgium and Norway.

Data will be generated through semi-structured interviews, life histories, multisited ethnography, participatory action research, research-by-design workshops, photovoice, critical cartography, institutional and policy analysis, comparative indicator development and co-creation activities. The project will also reuse publicly available statistical, policy, legal and institutional data. The main research datasets are expected to include:

Dataset reference	Dataset name	Main content	Expected access
HF-D01	Homecoming Interviews	Audio recordings, transcripts and interview documentation concerning post-incarceration and housing trajectories	Restricted or closed
HF-D02	Life Stories and Housing Pathways	Narrative interviews, timelines, diaries, testimonies and participant-generated materials	Restricted or closed
HF-D03	Ethnographic Corpus	Fieldnotes, observation records, reflexive journals and contextual descriptions	Restricted
HF-D04	Critical Cartography and Spatial Data	Housing pathways, GIS layers, spatial mappings and aggregated territorial data	Restricted
HF-D05	Homemaking Participatory Workshops	Workshop discussions, sketches, drawings, photographs, video and co-design materials	Mixed
HF-D06	Housing Accessibility Index	Indicators, variables, coding frameworks and comparative quantitative datasets	Open or embargoed
HF-D07	Comparative Policy and Institutional Mapping	Housing, justice, reentry and institutional datasets across the three countries	Open
HF-D08	Community of Practice Documentation	Meeting records, workshop outputs, collaborative materials and audiovisual documentation	Mixed
HF-D09	Research-by-Design Outputs	Spatial scenarios, architectural drawings, prototypes and design guidelines	Mixed
HF-D10	Public Communication and Educational Outputs	Podcasts, exhibitions, visualisations, toolkits, syllabus materials and public documentation	Open
HF-D11	Participant and Administrative Records	Consent forms, participant codes, contact information and access-control records	Closed

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The principal data formats generated during the project will include:

textual data: .docx, .odt, .txt, .pdf and PDF/A;

quantitative and tabular data: .xlsx, .csv and, where relevant, statistical software formats;

audio data: .wav, .flac and .mp3;

visual data: .jpg, .png, .tiff and .svg;

video data: .mp4 and other widely supported preservation formats;

spatial data: .geojson, .gpkg, .shp, .csv and raster formats;

design data: .dwg, .dxf, .svg, .pdf and image formats;

metadata and documentation: .csv, .json, .txt, .xml and PDF/A.

The total data volume is provisionally estimated at approximately **1–2 TB** over the five-year project period, largely due to audio, video, photographic and participatory visual materials. This estimate will be reviewed as fieldwork and audiovisual production develop.

A significant proportion of the project data will be personal, sensitive or potentially re-identifiable. This applies particularly to interviews, life histories, ethnographic fieldnotes, participant-generated visual materials and fine-grained spatial data concerning formerly incarcerated individuals and their households. The project will therefore apply a differentiated access strategy based on the principle “**as open as possible, as closed as necessary**”. Open sharing will prioritise anonymised, aggregated, derived and non-sensitive datasets, together with methodological documentation and data supporting scientific publications. Raw audio and video, direct identifiers, detailed fieldnotes and materials presenting a significant risk of re-identification will not be made openly accessible.

All datasets selected for long-term sharing will be accompanied by structured metadata, a README file, methodological documentation, information on provenance, access conditions and an appropriate licence. Open, restricted and embargoed records will be deposited, where appropriate, in the dedicated HOUSINGFREEDOM Zenodo Community (linked to and curated in coordination with the Zenodo Iscte Community), in accordance with the institutional policy requiring FAIR management, persistent identifiers, justified restrictions and preservation of research data supporting scientific results.

This Data Management Plan is a living document. The dataset inventory, expected volumes, formats, access conditions and preservation decisions will be reviewed throughout the project and updated in response to methodological developments, ethics approvals, participant consent, emerging risks and new project outputs. This approach is consistent with the ERC guidance, which treats the DMP as a dynamic framework covering dataset description, metadata, persistent identification, preservation, sharing and resource allocation.

1. MAKING DATA FINDABLE

HOUSINGFREEDOM will ensure that all research datasets are uniquely identifiable, well documented and easily discoverable throughout and beyond the project lifecycle. Dataset discoverability will be supported through persistent identifiers, standardised metadata, consistent documentation and deposition in trusted repositories, in accordance with the FAIR principles.

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1.1 Data identification

All research datasets generated within HOUSINGFREEDOM will receive a unique internal identifier at the time of creation. Dataset identifiers will remain stable throughout the project lifecycle and will be used consistently across metadata records, publications, internal documentation and dissemination outputs. The project will organise datasets according to a structured catalogue using the prefix **HF-D**, followed by a sequential identifier (e.g., HF-D01, HF-D02). Each dataset record will include a title, description, responsible researcher, associated work package(s), version number, creation date, sensitivity classification and access status. This internal identification system will ensure traceability throughout the research process and facilitate the management of successive dataset versions.

1.2 Persistent identifiers

Datasets selected for preservation and dissemination will be deposited in the dedicated **HOUSINGFREEDOM Zenodo Community** will be linked to and curated in coordination with the Iscte Community on Zenodo, which assigns persistent Digital Object Identifiers (DOIs) to each published dataset and supports version control through concept DOIs and version-specific DOIs. This allows datasets to be cited consistently while maintaining a complete record of subsequent updates.

Researchers contributing to published datasets will be identified through their ORCID, ensuring persistent attribution of authorship and facilitating interoperability with other research infrastructures.

Dataset metadata will also be linked to the project record in **Ciência Iscte and Institutional Repository**, ensuring institutional discoverability and establishing persistent relationships between datasets, publications, researchers (ORCID), funding information and other research outputs.

Where datasets cannot be openly shared due to ethical or legal restrictions, metadata records will nevertheless be deposited whenever possible, allowing potential users to discover the existence of the dataset even when access to the data itself is restricted.

1.3 Metadata standards

All datasets will be accompanied by structured metadata to maximise discoverability, transparency and future reuse. Metadata will follow internationally recognised standards, including:

DataCite metadata schema through Zenodo;

Dublin Core descriptive elements;

controlled vocabularies for language, country and geographical references;

project-specific metadata describing consent conditions, anonymisation status, sensitivity level and access restrictions.

Each dataset record will include, where applicable:

title;

creators;

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<i>affiliations;</i>
<i>ORCID identifiers;</i>
<i>funding information;</i>
<i>grant agreement number;</i>
<i>project acronym;</i>
<i>keywords;</i>
<i>abstract;</i>
<i>geographical coverage;</i>
<i>temporal coverage;</i>
<i>methodology;</i>
<i>related publications;</i>
<i>associated work package(s);</i>
<i>licence;</i>
<i>ODS (SDG - Sustainable Development Goals);</i>
<i>access conditions.</i>

The metadata schema will be maintained throughout the project and expanded whenever new dataset types are created.

1.4 Documentation

Each dataset will include sufficient documentation to enable future understanding and, where appropriate, reuse. Documentation will normally include:

<i>README file;</i>
<i>methodological description;</i>
<i>data dictionary or codebook where relevant;</i>
<i>file inventory;</i>
<i>variable definitions (for quantitative datasets);</i>
<i>anonymisation procedures;</i>
<i>provenance information;</i>
<i>version history;</i>
<i>licence information;</i>
<i>recommended citation.</i>

For qualitative datasets, additional contextual documentation will explain sampling strategies, interview protocols, coding procedures and any transformations undertaken during anonymisation.

1.5 Naming conventions and version control

HOUSINGFREEDOM will implement standardised file naming conventions across all work packages to ensure consistency and facilitate long-term management. File names will incorporate, where appropriate: project acronym – dataset identifier – country – work package

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– ISO date – version. For example: *HF-D01_PT_WP2_Interview_2026-10-14_v01.wav* Version control will distinguish between: (i) working versions; (ii) reviewed versions; (iii) archived versions; (iv) publicly released versions.

Previous versions will never be overwritten. Major revisions will generate new version numbers while preserving earlier records for traceability.

1.6 Findability strategy

To maximise discoverability, datasets intended for sharing will be deposited in trusted repositories supporting persistent identifiers, machine-readable metadata and long-term preservation.

Open datasets will be indexed through Zenodo and, consequently, become discoverable through services such as Ciência_Iscte, Institutional repository, OpenAIRE and the European Open Science Cloud (EOSC), increasing their visibility and integration within the European Open Science ecosystem.

Where ethical or legal constraints prevent open dissemination, metadata records will remain publicly searchable whenever possible, clearly indicating the reasons for restricted access and, where appropriate, providing information on procedures for requesting access.

Contribution to FAIR: The measures described in this section ensure that project datasets are persistently identifiable, richly described and discoverable, thereby implementing the **Findable** principle of FAIR.

2. Making Data Accessible

HOUSINGFREEDOM is committed to the principles of Open Science and will maximise access to research outputs while ensuring the protection of participants, compliance with legal and ethical obligations, and the long-term integrity of the research process. The project adopts the guiding principle “as open as possible, as closed as necessary”, in accordance with the ERC Open Science policy, and all related policies at Iscte, such as: Research Data Management and Sharing Policy, The Guidelines for Researchers on Personal Data Protection in Scientific Research Activities, Personal Data Protection Policy and Code of Ethical Conduct in Research. Because the project works with formerly incarcerated individuals and other potentially vulnerable participants, many datasets contain personal information, sensitive narratives and contextual details that may create a risk of direct or indirect identification. Consequently, different levels of access will apply depending on the characteristics of each dataset.

2.2 Categories of access

The access model described below operationalises this principle through four categories: open, restricted, embargoed and closed.

1. Open access

Datasets presenting no significant ethical or legal constraints will be made openly available immediately or after any agreed embargo period. These include, for example:

comparative policy datasets;

Housing Accessibility Index datasets;

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aggregated statistical outputs;

methodological documentation;

codebooks;

research protocols;

educational resources;

design guidelines;

dissemination materials.

These datasets will normally be deposited under a Creative Commons licence.

2. Restricted access

Some datasets cannot be openly disseminated but may be made available for legitimate scientific purposes under controlled conditions. Examples include:

anonymised interview transcripts;

selected ethnographic materials;

anonymised workshop outputs;

aggregated spatial datasets;

de-identified qualitative corpora.

Access may be granted following a formal request, subject to approval by the Principal Investigator and compliance with ethical and legal requirements. Where appropriate, a Data Use Agreement will be required.

3. Embargoed access

Certain datasets will remain temporarily unavailable to allow the research team sufficient time to complete primary analyses and associated scientific publications. Embargo periods will normally not exceed eighteen months after the publication of the corresponding research outputs unless justified by ethical, legal or contractual considerations. Metadata describing these datasets will remain publicly available throughout the embargo period.

4. Closed access

Some materials will not be made available outside the project because the risks associated with disclosure cannot be sufficiently mitigated through anonymisation. These include:

consent forms;

participant contact information;

direct identifiers;

raw audio recordings;

raw video recordings;

detailed fieldnotes containing identifiable contextual information;

participant-generated visual materials where anonymity cannot be guaranteed;

any dataset for which participants have explicitly refused data sharing.

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Only authorised members of the research team will have access to these materials.

2.3 Repository

Datasets intended for public dissemination will be deposited in the **Iscte Community/ Housing Freedom Community on Zenodo**, which provides persistent identifiers, long-term preservation, version control and compliance with FAIR principles.

Where disciplinary repositories become more appropriate for specific dataset types during the project, these may also be used, provided they satisfy the requirements of a trusted repository. Metadata describing those datasets will remain linked to the project and to the relevant scientific publications.

2.4 Documentation accompanying datasets

Every shared dataset will include sufficient documentation to allow users to understand its origin, content and limitations. Documentation will normally include:

README file;

methodological note;

metadata record;

file inventory;

variable descriptions or codebooks where appropriate;

anonymisation statement;

recommended citation;

licence information;

links to associated publications.

Where relevant, datasets will also include documentation describing data transformations, aggregation procedures and any disclosure-control measures applied before publication.

2.5 Software and tools

All datasets will be deposited using formats that can be accessed through widely available software. Where specialised software is required for interpretation, the documentation will specify the recommended software environment and, whenever possible, provide exports in open or interoperable formats to facilitate reuse.

2.6 Limitations to openness

HOUSINGFREEDOM recognises that complete openness is neither ethically appropriate nor legally permissible for all research data generated within the project. The principal reasons for restricting access include:

protection of vulnerable participants;

prevention of direct and indirect re-identification;

compliance with the General Data Protection Regulation (GDPR);

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protection of confidential institutional information;

participant consent conditions;

safeguarding of trust established during long-term ethnographic engagement.

Whenever access restrictions apply, these will be explicitly documented in the dataset metadata together with the reasons for restriction and, where appropriate, procedures for requesting controlled access. Metadata will remain publicly accessible even where the underlying data cannot be shared, thereby ensuring transparency and discoverability in accordance with ERC guidance.

Contribution to FAIR: By combining open dissemination with proportionate access controls and transparent metadata, the project implements the **Accessible** principle while respecting legal and ethical obligations.

3. MAKING DATA INTEROPERABLE

HOUSINGFREEDOM will promote interoperability by adopting internationally recognised metadata standards, open and preservation-friendly file formats, controlled vocabularies and consistent documentation procedures across all datasets. Given the interdisciplinary nature of the project—combining urban studies, criminology, architecture, geography, sociology and participatory design—special attention will be paid to ensuring semantic consistency across different data types and national contexts.

The project will harmonise data structures and documentation across Portugal, Belgium and Norway, allowing datasets generated through different methodological approaches to be understood, compared and reused within and beyond the project.

3.1 Metadata standards

Metadata describing research datasets will be generated using the **DataCite Metadata Schema**, as implemented by the **Iscte Community on Zenodo**, ensuring compatibility with international research infrastructures and persistent identification through DOIs.

To facilitate interoperability across repositories and discovery services, metadata will also be compatible with the **Dublin Core Metadata Element Set**, which provides a widely adopted cross-disciplinary standard for describing research resources. Where appropriate, metadata records will include:

project acronym and grant agreement number;

dataset identifier;

creators (including ORCID identifiers);

affiliations;

geographical and temporal coverage;

methodology;

keywords;

funding information;

access rights;

licence;

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related publications;

associated datasets.

3.2 Long-term preservation file formats

To maximise long-term accessibility and interoperability, datasets intended for preservation or dissemination will be converted, whenever appropriate, into open or widely supported formats.

<i>Data type</i>	<i>Preferred preservation format</i>
Text	TXT, PDF/A, ODT
Tabular data	CSV
Statistical data	CSV (with original software formats retained where necessary)
Images	TIFF, PNG
Audio	WAV (PCM) or FLAC
Video	MP4
Spatial data	GeoJSON, GPKG, CSV
Vector graphics	SVG
Metadata	XML, JSON, CSV

Original working files (e.g., SPSS, NVivo, ArcGIS or CAD formats) may also be retained internally where necessary for research purposes, but preservation copies will preferentially use formats that support long-term accessibility and reuse.

3.3 Controlled vocabularies and documentation

To facilitate interoperability across datasets, the project will use standardised terminology and controlled vocabularies whenever appropriate. These include:

ISO 639 language codes;

ISO 8601 date formats;

internationally recognised country codes;

NUTS territorial classifications, where relevant;

standard geographical names;

consistent terminology for housing, justice and post-incarceration concepts throughout the project.

Each shared dataset will also include comprehensive documentation, including README files, methodological notes, codebooks or data dictionaries, enabling users to correctly interpret variables, coding procedures, analytical categories and relationships between datasets.

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3.4 Interoperability across work packages

Although individual datasets will be generated through different methodological approaches, they will be linked through common documentation standards, harmonised identifiers and shared metadata.

Where appropriate, datasets will reference related project outputs, including publications, software, protocols and other datasets through persistent identifiers. This approach will facilitate navigation between complementary research outputs while preserving the provenance and integrity of each dataset.

The project will also maintain a master dataset catalogue linking all datasets generated across the five work packages, enabling internal consistency and supporting future integration with institutional and European Open Science infrastructures.

3.5 Interoperability with institutional and European infrastructures

By depositing datasets in the Zenodo **HOUSINGFREEDOM Community** / **Iscte Community**, metadata will become interoperable with the institutional research information infrastructure, including **Ciência_Iscte**, Institutional Repository and with broader European Open Science services such as **OpenAIRE** and the **European Open Science Cloud (EOSC)**. This integration enhances the visibility, discoverability and long-term reuse of project outputs while ensuring compliance with institutional and ERC Open Science requirements.

Contribution to FAIR: The adoption of recognised metadata standards, interoperable file formats and controlled vocabularies supports the **Interoperable** principle and facilitates future integration with other research infrastructures.

4. Making Data Reusable

HOUSINGFREEDOM seeks to maximise the scientific, societal and policy value of its research data by ensuring that datasets remain understandable, trustworthy and reusable over time. The project recognises that long-term reuse depends not only on making data available but also on providing sufficient documentation, preserving contextual information and maintaining high standards of data quality.

The project therefore combines an open science approach with a strong ethical commitment to protecting participants. Reuse will be promoted wherever compatible with participant consent, data protection legislation and the project's ethical framework.

4.1 Licensing

Datasets made openly available will be released under licences that encourage responsible reuse while recognising the different characteristics of each dataset. As a general principle:

***CC BY 4.0** will be used for most openly shared datasets, allowing reuse with appropriate attribution.*

***CC BY-NC 4.0** may be adopted for certain co-produced visual or educational materials where non-commercial use better reflects agreements established with participants and collaborators.*

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Metadata describing all datasets will remain openly accessible, even where access to the underlying data is restricted.

4.2 Embargo periods

Some datasets will be subject to embargoes in order to allow the research team sufficient time to complete primary analyses, prepare scientific publications and develop policy outputs. Embargo periods will normally not exceed eighteen months following the publication of the associated research outputs unless longer restrictions are justified by ethical, legal or contractual considerations.

The duration and justification of any embargo will be clearly documented within the corresponding metadata record.

4.3 Documentation supporting reuse

To facilitate future interpretation and reuse, each published dataset will be accompanied by comprehensive documentation describing its content, methodological context and any limitations affecting interpretation. Documentation will normally include:

README files;

methodological notes;

interview or workshop protocols where appropriate;

codebooks and data dictionaries;

descriptions of variables and coding schemes;

anonymisation procedures;

provenance information;

recommended citation;

version history;

links to associated publications and related datasets.

This documentation will enable future users to understand not only the data themselves but also the circumstances under which they were generated.

4.4 Data quality assurance

Data quality will be ensured throughout the research lifecycle through systematic quality control procedures adapted to different types of data.

These procedures include:

standardised interview and fieldwork protocols;

researcher training;

verification of interview transcripts against original recordings;

validation of quantitative datasets prior to publication;

systematic documentation of data cleaning procedures;

version control for all research datasets;

peer review of analytical coding where appropriate;

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verification of anonymisation before dissemination.

For participatory and co-produced materials, additional quality assurance will involve participant validation whenever appropriate and consistent with the research design.

4.5 Long-term reuse

Datasets selected for long-term preservation will remain available through trusted repositories with persistent identifiers and rich metadata.

The project anticipates that the following outputs will have the greatest long-term reuse potential:

comparative policy datasets;

Housing Accessibility Index datasets;

anonymised comparative indicators;

methodological protocols;

codebooks;

research-by-design methodologies;

spatial datasets in aggregated form;

educational resources and toolkits.

These datasets are expected to support future research in housing studies, criminology, urban planning, restorative justice, social policy and participatory design, while also informing public authorities, practitioners and civil society organisations working on housing and post-incarceration policies.

4.6 Limitations to reuse

Not all datasets generated within HOUSINGFREEDOM will be suitable for unrestricted reuse. The project recognises that qualitative, ethnographic and visual materials may retain a residual risk of re-identification even after anonymisation, particularly where participants belong to relatively small or highly interconnected communities.

Accordingly, some datasets will remain permanently restricted or available only under controlled access conditions. Decisions concerning reuse will always prioritise participant safety, confidentiality and the preservation of trust established throughout the research process.

Where full reuse is not possible, the project will maximise transparency by providing detailed metadata, methodological documentation and, where appropriate, aggregated or derived datasets that preserve the analytical value of the original research while minimising disclosure risks.

Beyond academic reuse, HOUSINGFREEDOM is committed to enabling meaningful reuse by non-academic stakeholders. Whenever appropriate, datasets and derived outputs will be translated into accessible formats—including policy briefs, design guidelines, educational resources and visual materials—to support NGOs, housing providers, public authorities and community organisations working in the fields of housing, reintegration and restorative

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justice. This broader understanding of reuse reflects the project's commitment to socially responsible and participatory research.

Contribution to FAIR: Comprehensive documentation, clear licensing and long-term preservation strategies maximise the Reusable value of project datasets for both academic and non-academic communities.

5. ALLOCATION OF RESOURCES AND DATA SECURITY

Robust governance, secure storage and clearly defined responsibilities are essential components of the project's data management strategy. HOUSINGFREEDOM allocates appropriate institutional, technical and human resources to ensure the secure management, preservation and stewardship of research data throughout the project lifecycle.

5.1 Data management responsibilities

The Principal Investigator (PI) holds overall responsibility for research data management throughout the project lifecycle, ensuring compliance with the ERC Open Science requirements, the FAIR principles, the General Data Protection Regulation (GDPR), and the Iscte Research Data Management Policy.

The implementation of the Data Management Plan will be coordinated jointly by the PI and the Project Manager, who will oversee the day-to-day management of research data, maintain the project's data catalogue, monitor compliance with data management procedures, coordinate dataset publication, and ensure that metadata and documentation remain up to date.

All researchers responsible for individual work packages will contribute to data management by ensuring that datasets generated within their activities are properly documented, securely stored, appropriately anonymised where required, and prepared for long-term preservation. Institutional support will be provided by the relevant Iscte services, including Information Technology Services, the Research Support Office (GAI), the Data Protection Officer and the Ethics Committee, whenever required.

The Data Management Plan is considered a living document and will be reviewed periodically throughout the project.

5.2 Resources allocated to data management

The project allocates dedicated resources to support responsible research data management throughout the five-year project. These resources include:

transcription and translation of interviews where required;

anonymisation and pseudonymisation of qualitative materials;

metadata creation and documentation;

preparation of README files and codebooks;

long-term data curation;

secure institutional storage;

publication of datasets in trusted repositories;

researcher training on research data management and GDPR compliance.

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No additional repository costs are anticipated for datasets deposited in the Iscte Community/ HOUSINGFREEDOM Community on Zenodo.

Data management activities will be integrated into the regular responsibilities of the research team and supported through the overall project budget.

5.3 Secure storage during the project

During the active phase of the project, all research data will be stored within Iscte's institutional digital infrastructure.

Working files will be maintained on secure institutional servers and authorised Microsoft 365 environments (Teams and SharePoint), protected through institutional authentication, encrypted communications and automatic backup procedures.

Access to project folders will follow the principle of least privilege. Permissions will be granted according to each researcher's role and the sensitivity of the datasets concerned.

Highly sensitive materials—including consent forms, participant contact information and identifiable qualitative data—will be stored separately from research datasets and accessible only to authorised members of the research team.

Whenever portable devices are used during fieldwork, data will be transferred to institutional storage as soon as possible and removed from local devices after verification.

<i>Dataset category</i>	<i>Storage location</i>	<i>Access</i>
Working research files	Iscte Teams / SharePoint	Project team
Personal identifiers	Encrypted restricted folder	PI + authorised researchers
Consent forms	Encrypted restricted folder	PI + authorised researchers
Published datasets	Iscte Community on Zenodo	According to licence
Metadata records	Zenodo + Ciência_Iscte + Institutional Repository	Public
Administrative documentation	Iscte secure servers	Project management

5.4 Backup and recovery

The project will rely on the institutional backup infrastructure provided by Iscte to minimise the risk of accidental loss or corruption of research data.

Automatic backups, version control and redundancy mechanisms provided through the institutional infrastructure will ensure data recovery in the event of hardware failure, accidental deletion or cybersecurity incidents.

The integrity of critical datasets will be periodically verified during the project.

5.5 Long-term preservation

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Datasets selected for long-term preservation will be deposited in the **Iscte Community on Zenodo**, ensuring persistent identifiers, version control, rich metadata and long-term accessibility.

Dataset metadata will be integrated with the institutional research information infrastructure (**Ciência Iscte and Institutional Repository**) and linked to associated publications, software, protocols and other research outputs, thereby strengthening discoverability and institutional stewardship. This workflow reflects the institutional strategy for research data management and preservation adopted by Iscte.

Research data required to validate scientific results, together with datasets considered to have long-term scientific value, will be preserved for at least ten years following the completion of the project or the publication of the associated research outputs, unless longer retention periods are required by legal, ethical or contractual obligations.

At the end of the retention period, datasets will be reviewed to determine whether continued preservation remains scientifically, legally or ethically justified.

5.6 Management of sensitive data

Given the project's focus on formerly incarcerated individuals and other potentially vulnerable participants, the protection of sensitive data constitutes a central component of the data management strategy.

The project will implement a range of technical and organisational safeguards, including:

separation of direct identifiers from research data;

pseudonymisation at the earliest practical stage;

anonymisation prior to dissemination wherever feasible;

encryption of sensitive files during storage and transfer;

role-based access control;

secure file transfer procedures;

controlled access to restricted datasets;

secure destruction of identifiable data when no longer required.

Particular attention will be paid to visual, spatial and ethnographic materials, for which complete anonymisation may not always be possible. In such cases, dissemination decisions will be made on a case-by-case basis, balancing scientific value with the protection of participants, in accordance with informed consent and ethics approvals.

Contribution to FAIR: Effective governance, secure storage and institutional stewardship provide the organisational and technical foundations necessary for the long-term implementation of the FAIR principles throughout the project lifecycle.

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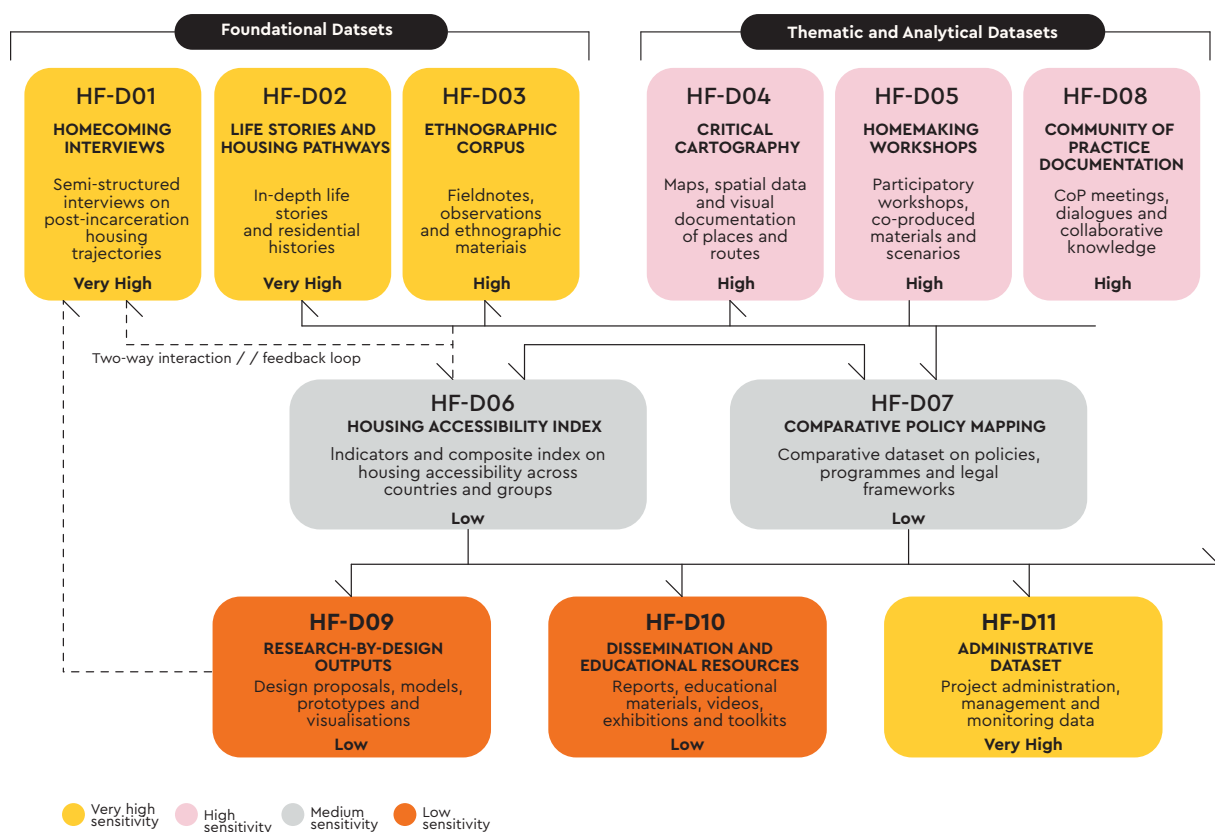
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Annex A. Conceptual Framework for Research Data Management

Figure 1. HOUSINGFREEDOM dataset ecosystem and relationships between research datasets.

Conceptual overview of the main datasets generated throughout the project, illustrating their analytical relationships, thematic organisation and relative sensitivity levels.



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Figure 2. **HOUSINGFREEDOM research data management workflow.**

Overview of the research data lifecycle, from data collection and active management to curation, access classification, long-term preservation and dissemination in accordance with the FAIR principles and institutional data management policies.

