

The Standard Application Process

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Meet the team



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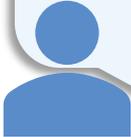
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Lacey Cain
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NCSES

Session information

- ✓ Enter questions at any time using the Q&A feature
- ✓ There will also be time for Q&A at the end of the session
- ✓ Use the chat button if you need technical assistance
- ✓ Attendees are muted. Use the “Raise your hand” feature to request to unmute.
- ✓ Live captioning is available

What we'll cover

- ✓ What is the SAP
- ✓ Why do we have an SAP
- ✓ Finding data
- ✓ Applying for data
- ✓ What to expect after you've applied
- ✓ What to expect after a decision

What is the SAP?

A common application that allows researchers and data users to apply for restricted use data, also called confidential data, from federal statistical agencies.

What can I do in the SAP?

Discover restricted-use data from federal statistical agencies

AND

Apply for restricted-use data using a common application

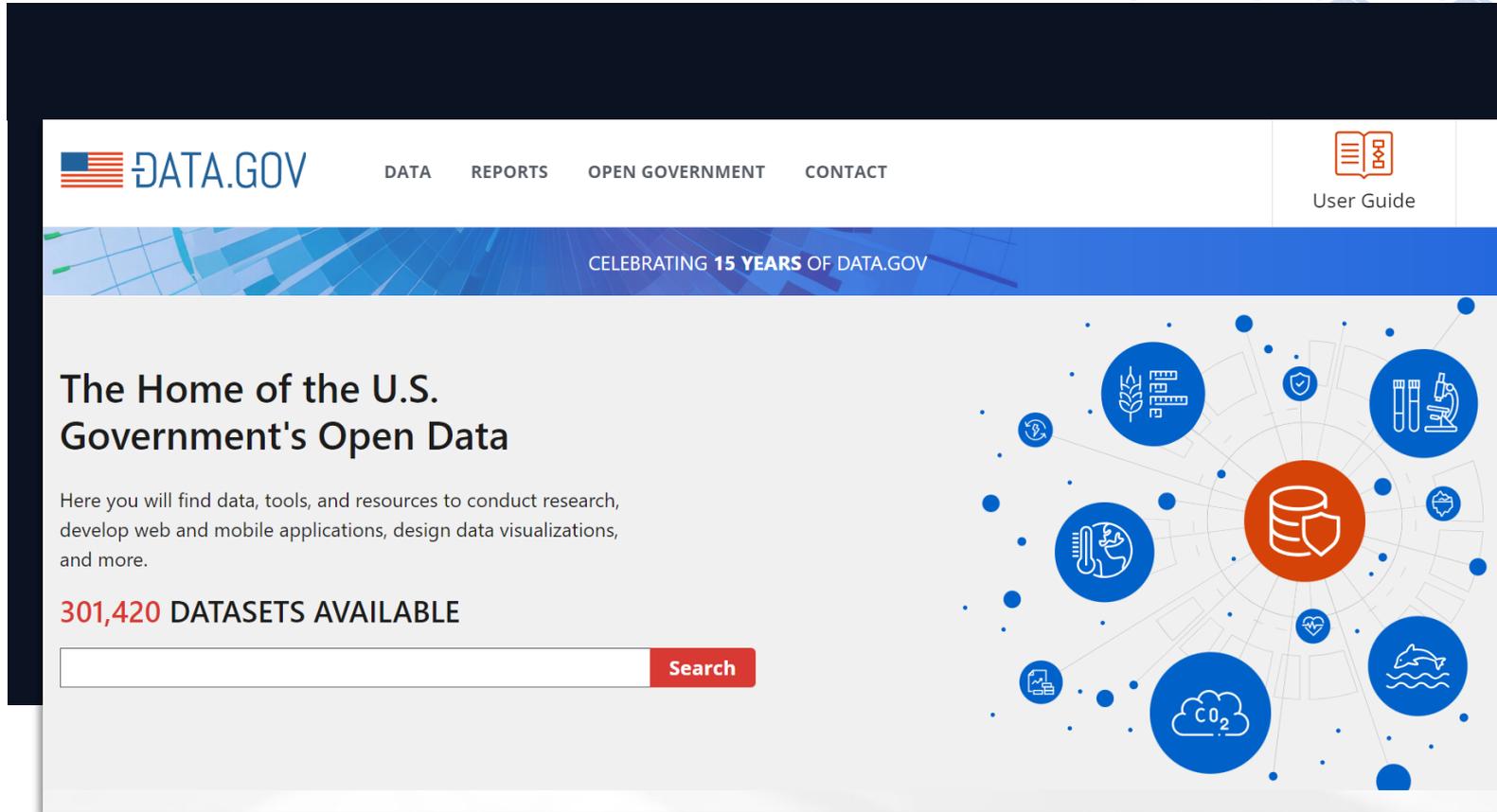
Confidential Data

Information that is collected under a confidentiality pledge or other obligation necessitating the protection of those data from public disclosure.



Use of these data is governed by data security protocols and access restrictions.

Where can I find Public Data?



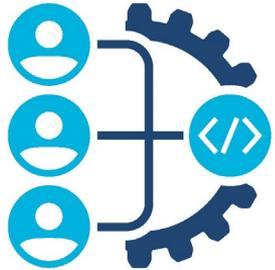
The screenshot shows the Data.gov homepage. At the top left is the Data.gov logo with the American flag. To its right are navigation links: DATA, REPORTS, OPEN GOVERNMENT, and CONTACT. On the far right is a 'User Guide' link with a book icon. Below the navigation is a blue banner that reads 'CELEBRATING 15 YEARS OF DATA.GOV'. The main content area features the heading 'The Home of the U.S. Government's Open Data' and a sub-heading 'Here you will find data, tools, and resources to conduct research, develop web and mobile applications, design data visualizations, and more.' Below this, it states '301,420 DATASETS AVAILABLE' in red and black text. A search bar with a red 'Search' button is positioned below the text. On the right side of the page, there is a large graphic consisting of a central orange circle with a database icon, surrounded by several blue circles containing various icons representing different data categories like agriculture, environment, health, and science.

Why do we have an SAP?



Foundations for Evidence-Based
Policymaking Act of 2018

Required under Section 3583 of the
2018 Foundations for Evidence-
Based Policymaking Act



Streamlines the process for Applying
for Restricted-Use Data from OMB
Recognized Statistical Agencies and
Units

Benefits of an SAP

One Central Data
Catalog to Search
for Data

One Application
Process for All
Participating
Agencies

Standard Review
Timeframes

Standard Evaluation
Criteria

Governance



Governed by the **Interagency Council on Statistical Policy (ICSP)**



OFFICE OF MANAGEMENT AND BUDGET

The Office of Management and Budget (OMB) serves the President of the United States in overseeing the implementation of his or her vision across the Executive Branch. OMB's mission is to assist the President in meeting policy, budget, management, and regulatory objectives and to fulfill the agency's statutory responsibilities

M-23-04, Establishment of Standard Application Process Requirements on Recognized Statistical Agencies and Units

Participating Agencies

Bureau of Economic Analysis

Bureau of Justice Statistics

Bureau of Labor Statistics

Bureau Transportation Statistics

Census Bureau

Economic Research Service, Department of Agriculture

Energy Information Administration

Federal Reserve Board, Microeconomics Survey Unit

Internal Revenue Service, Statistics of Income Division

National Agricultural Statistics Service

National Center for Animal Health Monitoring

National Center for Education Statistics

National Center for Health and Statistics

National Center for Science and Engineering Statistics

Social Security Administration, Office of Research, Evaluation, and Statistics

Substance Abuse and Mental Health Services Administration

Metadata Fields

Administrative

- Data Source
- Data Authorizers
- *Data Sponsors*
- Access Modalities
- Whether Non-Citizens can Apply

Data Details

- Description
- Years Available
- Levels of Geography
- Universe and Sample
- Method of Data Collection
- *Data Collection Frequency*
- *Data Collection Notes*
- *Variables Used to Link to Other Datasets*

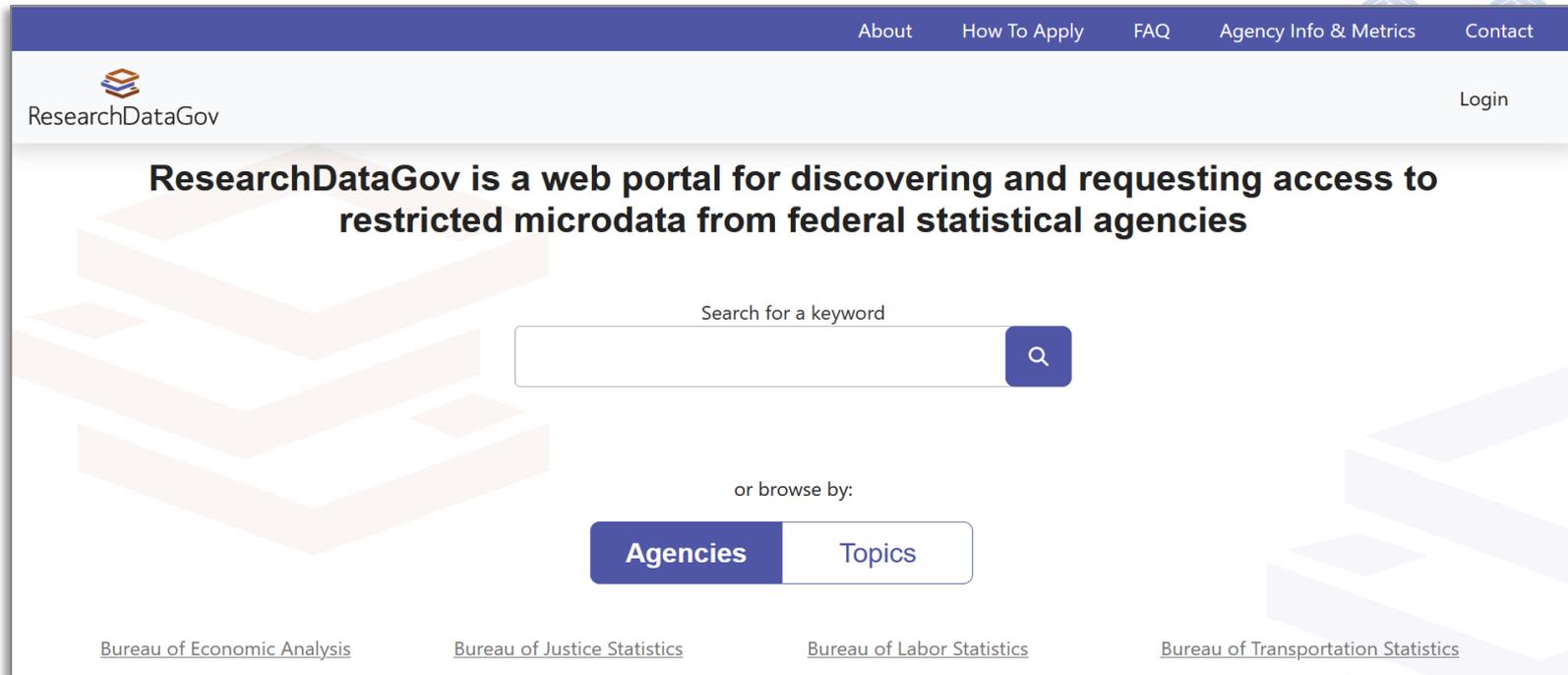
Documentation

- Availability of Public-Use Microdata
- *Data Dictionaries*
- *Other Technical Documentation*
- *URLs to Websites*

Italics denotes optional fields

Searching for Data

SAP Portal: www.researchdatagov.org



The screenshot shows the ResearchDataGov website homepage. At the top, there is a dark blue navigation bar with links for "About", "How To Apply", "FAQ", "Agency Info & Metrics", and "Contact". Below this, the ResearchDataGov logo is on the left and a "Login" link is on the right. The main heading reads: "ResearchDataGov is a web portal for discovering and requesting access to restricted microdata from federal statistical agencies". Below the heading is a search bar with the placeholder text "Search for a keyword" and a magnifying glass icon. Underneath the search bar, it says "or browse by:" followed by two buttons: "Agencies" (which is highlighted in dark blue) and "Topics". At the bottom of the page, there are four links: "Bureau of Economic Analysis", "Bureau of Justice Statistics", "Bureau of Labor Statistics", and "Bureau of Transportation Statistics".

Searching for Data

Filters [Clear all](#) Filters applied: National Center for Science and Engineering Statistics ×

Showing 1-7 of 7 results.

Results per page: Sort By:

Title	Last Modified
Survey of Earned Doctorates RDG 2281 National Center for Science and Engineering Statistics	09-19-2022
National Survey of College Graduates RDG 2280 National Center for Science and Engineering Statistics	01-23-2024
Survey of Earned Doctorates RDG 14048 National Center for Science and Engineering Statistics	01-23-2024
National Survey of Recent College Graduates RDG 5469 National Center for Science and Engineering Statistics	01-23-2024
Survey of Doctorate Recipients	

Sources

- Bureau of Economic Analysis
- Bureau of Justice Statistics
- Bureau of Labor Statistics
- Bureau of Transportation Statistics
- Census Bureau
- FRB Microeconomic Surveys Unit
- IRS Statistics of Income Division
- National Center for Education Statistics
- National Center for Health Statistics
- National Center for Science and Engineering Statistics

Searching for Data

 Request access

Begin an application for these data by adding them to your request.

Metadata

Identification and Summary

Scope and Coverage

Detailed Methodology

Data Access

Application-related

Export Metadata

Data files in this dataset **0**

Metadata: Identification and Summary

Title ?

Survey of Earned Doctorates

Alternative title ?

SED

Description ?

The Survey of Earned Doctorates (SED) began in 1957-58 to collect data continuously on the number and characteristics of individuals receiving research doctoral degrees from all accredited U.S. institutions. Information from this survey becomes part of the Doctorate Records File (DRF). The DRF contains data on all earned doctorates granted by U.S. universities, in all fields from 1920 to the present. The results of this annual survey are used to assess characteristics and trends in doctorate education and degrees. This information is vital for educational and la-

Contacting an Agency



ResearchDataGov

About How To Apply FAQ Agency Info & Metrics **Contact** Login

ResearchDataGov is a web portal for discovering and requesting access to restricted microdata from federal statistical agencies

- Before you apply, you can Contact an Agency for Questions or Assistance
- Census Bureau strongly encourages that you contact them before applying

Multi-Agency Applications

An Application with Data from More than One Agency

Title ?

National Survey of Recent College Graduates

Alternative title ?

NSRCG

Description ?

The National Survey of Recent College Graduates, conducted from 1973 through 2010, was a cross-sectional biennial survey that provided demographic and career information about individuals holding a bachelor's or master's degree in a science, engineering, or health field from a U.S. academic institution. The survey sampled individuals living in the United States who received their degree in the prior 2 or 3 academic years and were under age 76. Results from the NSRCG help data users understand and predict trends in education, employment opportunities, and salaries of recent graduates.

Source(s) ?

[National Center for Science and Engineering Statistics](#)

Multi-Agency Applications

Authorizer is different from Source: Can be multiple authorizers for a dataset but can still use data in one location

Title ?

Manufacturing Energy Consumption Survey

Alternative title ?

MEC

Description ?

The Manufacturing Energy Consumption Survey provides statistics on the consumption of electricity and other types of fuel. It also provides data on the capability of manufacturers to substitute alternative fuels for those actually consumed, end uses, the extent to which energy-related technologies are being used by manufacturers and other related topics. The Manufacturing Energy Consumption Survey is the only survey providing detailed statistics on pattern of energy use in the manufacturing sector.

Use of this data requires approval from the Energy Information Agency and the Internal Revenue Service. The Census Bureau will coordinate all additional necessary reviews.

Source(s) ?

[Census Bureau](#)

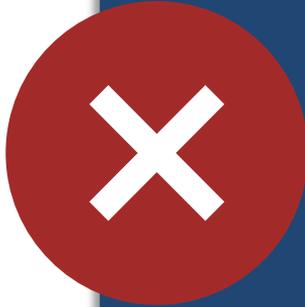
Authorizer(s) ?

[Census Bureau](#)

[U.S. Energy Information Administration](#)

[IRS Statistics of Income Division](#)

Multi-Agency Applications



**It may not be possible to
use data in a single
location**

**It may not be possible to
link data**

Multi-Agency Applications



Applicants are strongly encouraged to contact agencies when considering a multi-agency application

Applying for Access

Beginning an Application

Requesting access to restricted data requires an application containing information about the researchers and the proposed project. You will need specific information about each researcher and detailed descriptions of our research questions, methodology, and anticipated outputs. For help in using the application system, please see the [ResearchDataGov.org \(RDG\) User Guide](#) .

Please Note:

- Once you begin an application, you will not be able to add or remove data without starting a new application. Use this page to verify you have the data you think you will need.
- It is strongly recommended that the individual who will be the principal investigator (PI) for the project be the one to begin the application. If the PI is not the initiator, s/he will not have access to view or edit the application until it has been submitted, even though it may appear on their application dashboard prior to submission.

Continue Browsing

Add to Existing Application

Start Application

Application Fields

Research Team

- Principal Investigator
- Co-Principal Investigator
- Researchers
- Email
- Affiliation
- Role on the Project
- Residency
- Grad Student or not
- Citizenship for Some Agencies

Research Details

- Research Description
- Methodology
- Planned Output
- Need for Confidential Data
- Benefits to the Agency
- Project Duration and Timeline
- *Variables Requested*
- *Years of Data Requested*

Additional Info

- Funding
- Work Location
- Software Needed
- User-Provided Data
- Citations

Work Location



- Work location differs by agency
- Currently, there are almost 50 work locations
- The work location is listed in the metadata (called access modality)
- Contact the agency or agencies if unsure of which work location to select
- Many agencies offer a virtual access option

FSRDCs

Federal Statistical Research Data Centers (FSRDC)

- Managed by the U.S. Census Bureau
- Currently 32 locations across the U.S.
- Datasets provided from multiple agencies
- Select the location closest to you



Applying for Access

Application (#1289)

 **DRAFT**

Submit Application

Summary Comments

Withdraw

Application History

 Download

Welcome

Data Selected

Research Team 

Research Description

Documents

Welcome to your application workspace

Requesting access to restricted data requires an application containing information about the research team and the proposed project. You will need specific information about each researcher involved and detailed descriptions of your research question(s), methodology, and anticipated outputs.

For help in using the application system, please see the [ResearchDataGov.org User Guide](#) .

This standard application replaces the processes and forms previously used by the

Applying for Access

Data Selected	
Research Team ▼	
Principal Investigator	Principal Investigator
Co-Principal Investigator	
Researcher	
Research Description	
Documents	

All fields with (*) are required fields.

PI/Lead Researcher*

Name of principal investigator or lead researcher.

max characters allowed: 200

Institutional Affiliation*

Name of employer or affiliate.

max characters allowed: 200

Title*

Primary position type.

 ▼

Specify Other

Applying for Access

- Unit of analysis including level of geography
- Ability to link datasets
- Availability of the study population in the data
- Use of sample weights, design variables, and adjustments for use of complex survey design
- Expected outcomes

Projects that use data from the U.S. Census Bureau are required under Title 13, U.S.C. to contribute to the Census Bureau's mission. These contributions are called "benefits." Your proposed methodology must demonstrate that the use of the data can achieve the required Census benefits. Assistance from an FSRDC administrator will greatly reduce the need for future revisions to your methodology after submission. To find an FSRDC administrator near you, please check the [list of FSRDC contacts](#). If you are unsure which FSRDC to contact or have a general question, please reach out to the Census Bureau at ced.fsrdc.info@census.gov.

 Upload a file

Upload available: .docx, .pdf

List of References*

List any publications referenced in this application as well as any other works that are of importance to this project. Expected length: 2-5 pages.

 Upload a file

Upload available: .docx, .pdf

Applying for Access

Data Selected

Research Team ▼

- Principal Investigator
- Co-Principal Investigator
- Researcher

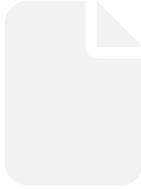
Research Description

Documents

Documents

All fields with (*) are required fields.

The agency from whom you are requesting data or the specific data requested may require additional application documentation. If there are documents listed here, please determine whether any are relevant to your application, download those files and follow the instructions, and upload the completed document(s).



No additional documents are required with this application.

Save Submit Application

Review Times

Single Agency Application = 12 weeks

Application w/Multiple SAP Agency Reviewers = 24 weeks

Application w/a Non-SAP Agency Approver = No Time Limit

Review Criteria

- **Statistical Purpose** – No regulatory, law enforcement, or benefit determination
- **Allowed Use** – Are proposed uses of the data consistent with law and data sharing agreements?
- **Statistical Disclosure Limitation** – Is the output permitted for public release?
- **Demonstrated Need** – Can this research be conducted with public-use data?
- **Feasibility** – Can the research questions be answered with the data requested?
- **Maintaining Public Trust** – Will the research harm public trust or an agency's credibility?
- **Other Criteria as Required by Statute** – Ex. Use of Census Bureau data is required to have a programmatic benefit

Revise and Resubmits

SAP notification
of changes
needed

Update SAP
application

Agency reviews
changes

Agencies may reach out to you
outside of the SAP portal

Applications that are inactive for 6
months will be automatically
withdrawn

After Approval

Email from SAP
portal

Agency contacts
applicant(s)

Credentialing

Credentialing

Data Security Training
Background Investigation
Licensing Agreement
Memorandum of Understanding

Appeals

Submit appeal
via email (in
portal soon)

Appeal reviewed
by agency

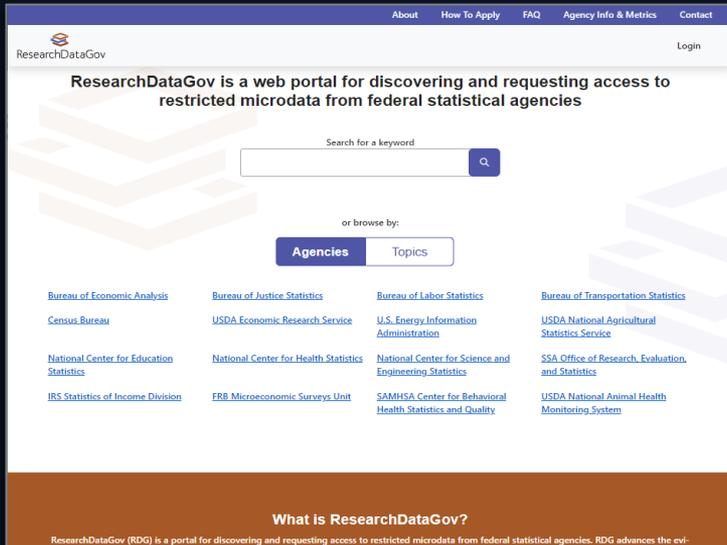
Response within
8 weeks

Applicants have the option to appeal

Can provide new information to respond to agency concerns but cannot revise original application

Cannot appeal if adverse determination based on legal statute (ex. citizenship requirements)

ResearchDataGov.org



The screenshot shows the ResearchDataGov.org homepage. At the top, there is a navigation bar with links for 'About', 'How To Apply', 'FAQ', 'Agency Info & Metrics', and 'Contact'. Below the navigation bar, the ResearchDataGov logo is on the left and a 'Login' link is on the right. The main heading reads: 'ResearchDataGov is a web portal for discovering and requesting access to restricted microdata from federal statistical agencies'. Below this is a search bar with the placeholder text 'Search for a keyword' and a magnifying glass icon. Underneath the search bar, it says 'or browse by:' followed by two buttons: 'Agencies' (which is selected) and 'Topics'. Below these buttons, there is a grid of 16 links to various federal agencies, including the Bureau of Economic Analysis, Census Bureau, National Center for Education Statistics, IRS Statistics of Income Division, Bureau of Justice Statistics, USDA Economic Research Service, National Center for Health Statistics, FBI Microeconomic Surveys Unit, Bureau of Labor Statistics, U.S. Energy Information Administration, National Center for Science and Engineering Statistics, SAMHSA Center for Behavioral Health Statistics and Quality, Bureau of Transportation Statistics, USDA National Agricultural Statistics Service, SSA Office of Research, Evaluation and Statistics, and USDA National Animal Health Monitoring System. At the bottom of the page, there is a section titled 'What is ResearchDataGov?' with a brief description: 'ResearchDataGov (RDG) is a portal for discovering and requesting access to restricted microdata from federal statistical agencies. RDG advances the evi-'

Resources

- [How to Apply \(User Guide\)](#)
- [FAQ](#)
- [Agency Info & Metrics](#)
- [Help@ResearchDatagov.org](#)



Standard Application Process: Resources for Applicants



Searching the SAP Data Catalog

[View and download PDF →](#)



Five Things to Know Before Applying

[View and download PDF →](#)



Applicant Checklist

[View and download PDF →](#)

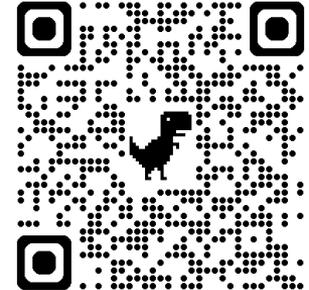


Who to Contact

[View and download PDF →](#)

SAP Learning Resources

- Searching the SAP Data Catalog
- Five Things to Know Before Applying
- Applicant Checklist
- Who to contact



Questions?

For more information contact: singleportal-admin@nsf.gov