

# DDI Alliance Executive Board Meeting

## 1 July 2025

*Present: Alina Danciu, Jon Johnson, Maggie Levenstein, Jared Lyle, Johan Fihn Marberg, Steve McEachern, Katja Moilanen*

### Welcome New Members + Thank Outgoing Members

Jon welcomed new members: Alina Danciu and Katja Moilanen. He also thanked Steve McEachern for his continued service on the Board.

Jon also expressed thanks to Catherine Fitch and Cory Chobanik for their dedicated service over the past 4+ years.

### Approval of Remaining FY2026 Funding Requests


At the previous meeting (8 May), the Board discussed and approved several funding requests from working groups and committees, including:

Groups Approved in May Meeting (see Appendix 1)	Request	Approved
<a href="#">Scientific Board</a> (duplicate travel request with TC)	\$3,545	\$1,365
<a href="#">Technical Committee</a>	\$3,260	\$3,260
<a href="#">Training Working Group</a>	\$5,000	\$5,000
<a href="#">Marketing Working Group</a>	\$5,000	\$5,000
<a href="#">Dagstuhl</a>	\$8,000	\$8,000

Jon informed those groups in May about the funding outcomes.

Also at the May meeting, the Board requested additional information from the following requestors (see Appendix 2):

- [DDI-CDI Working Group](#) (\$2,000 USD requested) -- The Board requested input from the Technical Committee and the DDI-CDI Working Group about the original request and concerns about creating a second pipeline and incurring unnecessary technical debt. The Technical Committee responded that they are OK with the technical debt and integration roadmap. The DDI-CDI Working Group provided a [response](#) to all questions.
  - The Board reviewed the responses, felt they addressed their earlier questions, and approved the \$2,000 USD request.

- Developers Group (\$4,000 USD requested) -- No funding request originally was submitted. See their [budget justification for the EDDI 2025 hackathon](#), submitted since the May meeting.
  - The Board reviewed the budget justification and felt that the proposed budget increase is justified as previous Hackathons benefited from subsidized costs, which will not apply at this upcoming EDDI. The Board approved the \$4,000 USD request.
-  DDI FY2026 Priority Funds\_Proposal\_DominicNzundah.pdf (\$10,000 USD originally requested but since updated to \$8,800 USD) -- The Board requested additional information from the Training Working Group and Dominic, particularly regarding the qualifications of those developing and conducting the training, as well as the requestor's plans for sharing training items with the community. Dominic [responded](#) to all questions, including with an updated and slightly reduced budget.
  - The Board approved the \$8,800 USD request after receiving detailed responses from Dominic and the Training Working Group about trainer qualifications, community sharing plans, and sustainability, including a slightly reduced budget.

## Updates on External Partnerships

### ISO certification

Dan Gillman is preparing a [version](#) of the proposed ISO standard for DDI. Sam Oh, the chair of TC46/SC4 is very supportive of the efforts. Dan is using the ISO/PAS process to fast-track the document through to an ISO standard in [ISO/TC46/SC4](#) (Information and documentation / Interoperability). ISO certification has been a strategic priority for the Alliance.

Concerns have been raised about the intellectual property status of a DDI ISO submission, especially about relinquishing copyright. Given the DDI ISO application is a summary/subset of the DDI specifications, it will not override the ownership the DDI Alliance holds over the DDI specifications. Also, because the ISO standard is dependent on definitions the Alliance has already published, the copyright doesn't apply to those.

### W3C Partnership

The Scientific Board will be requesting a formal partnership with the W3C. Darren Bell is preparing a document that outlines the purpose, ambition, and resource commitments for a proposed W3C collaboration. That document has not yet been submitted. Steve noted the document impacts planning for an upcoming Dagstuhl workshop. The Board agreed to review the document by email once submitted, with the possibility of an out-of-cycle meeting if needed.

The Board discussed concerns about intellectual property (IP) rights and organizational agency over specifications, particularly in relation to W3C's role and decision-making authority. It was proposed that a future Board meeting include discussion on clarifying the partnership process --

specifically to ensure the retention of IP rights and to preserve member agency in collaborative efforts.

## Executive Board Priorities in FY26

The Board reviewed priorities for the upcoming year, including topics to discuss at meetings. These include:

- Partnership & governance
- Membership retention, increase, and benefits
- Additional funding streams
- Funding process improvements
- Engaging the Scientific Board and Working Groups with future planning

Please email Jon and Jared to add additional priorities.

## Scheduling Upcoming Meetings

The Board will meet every other month (September, November, January, March, May, June). Jared will distribute proposed dates and times.

## Appendix 1. Funding Requests Approved in May Meeting



Jared Lyle

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**Budget request from the Scientific Board for the FY26**

1 message

**Hilde Orten**

Wed, May 7, 2025 at 12:25 PM

To: Jared Lyle

Cc: DDI Scientific Board

Hi Jared,

Please find the budget request from the Scientific Board for the FY2025 - 2026 below.

Will you please forward it to the EB?

Please get back with any questions you may have.

Many thanks and best wishes,

Hilde

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Budget request from the DDI Alliance Scientific Board for a physical meeting in Budapest in the margins of EDDI 2025

Submitted by the Scientific Board.  
Allocated funds 4000 USD.

The Scientific Board plans a physical full day meeting in Chur in the margins of the EDDI conference 2025.

The goal of the meeting is to review where we are with the activities specified in the current Scientific Work Plan, work on related tasks, and start to prepare topics for the 2027-2029 - all in line with the Strategic Plan.

The request below covers travel funding and accomodation for one person travelling overseas and for one person travelling in Europe. In addition it covers accomodation for one person and lunch/meeting snacks.

Flight overseas: 1 - 1600 USD x 1 = 1600 USD  
Flight Europe: 1 - 550 USD x 1 = 550 USD  
Local transport: 2 - 100 USD x 2 = 200 USD  
Hotel nights: 6 - 160 USD x 6 = 960 USD  
Lunch and snacks: 9 - 25 USD x 9 = 235 USD

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Total: 3545 USD

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Note that there is some uncertainty in this budget request, as both TC and SB are planning side meetings in the margins of EDDI and Wendy Thomas is member of both. If the TC will meet elsewhere the Scientific Board meeting budget will cover her travel and accomodation in Budapest.

It is therefore included in the above request. If the TC meeting will take place in the margins of EDDI as planned, she will, however, only need accomodation coverage for the extra days from this budget.

Also, there will be new elected members on the Scientific Board from July, and at present we don't know whether any of them will need travel funding for the planned Scientific Board meeting. Therefore no funding for them is included in this request.

We will get back to you with updates as soon as we have more information related to this.

Hilde Orten and Darren Bell  
for the DDI Alliance Scientific Board

# Technical Committee Funding Use - 2025/26

Intended use of base funds \$4000

F2F meeting in conjunction with EDDI 2025 - Budapest, Hungary

Purpose:

Addressing portions of the following Scientific Board Goals

1.1	Develop recommendations for better signposting and marketing of products for DDI Alliance technical outputs so it is easier and more transparent for users to identify the product they need for their use case.
2.7	Support the further development of implementation guides to help software architects and developers i.e. recommending the appropriate subset of a specification. Ideally, implementation guidelines should include code snippets or examples and have a consistent presentation across the product line.
3.1	Align and standardise technical documentation practices including field-level documentation.
3.2	Develop a formal Information Architecture and Content Management Strategy for the DDI Alliance, leading to better alignment of content across multiple products and re-development of DDI website

Specific goals of Face-to-Face meeting:

- Initiate expanded coordination with Developers Group to initiate and develop a section on the DDI Website focused on Implementation Best Practices
- Identify and develop plan for expanding technical support for users
- Configuring git repositories (review and modify as needed)
- Expand and improve access to various DDI Tools (reporting, access, git based)
  - External management of Tools list (possibly others)
    - GitHub for collection and management
    - CSV or other output from GitHub to populate updates to HubSpot DB
  - Searchable/filterable listing on HubSpot
- Implementation exercise
- Invite additional members from Developers

Costs:

12 attendees (Technical Committee members and several individuals from Developers Group)

- Airfare (1 overseas, 1 Europe) \$2,000
- Hotel (2 days, 3 persons, \$160/night) \$960
- Food (Lunch and meeting snacks @\$25/person) \$300

Total anticipated expenditure: \$3,260

NOTES:

Wendy Thomas is on both TC and Scientific Board. If both groups cannot meet at EDDI, then the group meeting at EDDI would need to cover air fare. TC has included her air fare in this request. If TC does not meet at EDDI travel costs may increase requiring the remaining allowance. TC would like to retain access to any unspent funds of the \$4000 to provide meeting flexibility for 2026.



# DDI Alliance Training Working Group

## DDI Budget Request

Fiscal year 2025/2026

Submitted by: Kathryn Lavender (co-Chair)

Submitted on: May 7, 2025

The Training Working Group requests \$5,000. The activities in this request directly align with the Alliance's strategic mission to engage and expand the DDI community through outreach, training events and resources, and audience-specific materials.

### Webinars

We are placing webinars on a temporary hold for the next year in order to focus on organizing existing content. If the need for a webinar arises, we will utilize resources and DDI members which fall within the budget request or are no added cost.

### Conference attendance

Our training group's main activities involve helping to create content used for sharing knowledge about DDI and then participating in events where we can actually share knowledge about DDI. We would like to support DDI TG member attendance at one to two in-person conferences. Attendance will depend on the availability of trainers and whether proposals are accepted. Topics/proposals will be tailored to each conference's audience and familiarity with DDI products. In addition to reaching new audiences or providing advanced training, this will also provide the opportunity for trainers who would otherwise might not be able to attend and contribute because of organizational funding barriers, which in turn offers more equitable distribution of work throughout the TG.

The aim is to provide support for DDI TG members to attend and help with DDI presentations at conferences such as IASSIST and EDDI, particularly when their institutions are not already offering support. Costs include either all or partial coverage of conference attendance fees, accommodation, and sustenance. We would like to dedicate \$4,000 based on support for past DDI TG member conference registration and travel requests.

### Translations

In the last two fiscal years, three key introductory training slide decks were translated from English to French, and from English to Korean and published on Zenodo. The translations were carried out by in-kind contributions. Due to the success of the translations and the growing international audience of DDI training, we would like to translate more slide decks into other languages, and so propose to translate up to three introductory training materials slide decks from English to Japanese. Preliminary research has indicated this would be estimated to be \$1000.

### Active Members of the DDI Training Working Group

1. Adrian Dusa (RODA),

2. Alicia Urquidi Diaz (Scholars Portal),
3. Alina Danciu (Sciences Po, CDSP),
4. Arofan Gregory (Consultant),
5. Irene Koraki Folli (University of Essex),
6. Dan Gillman (US BLS),
7. Hilde Orten (SIKT) - SB,
8. Christophe Dzikowski (INSEE) -SB,
9. Flavio Rizzolo (Statistics Canada) - SB,
10. Catherine Yuen (University of Essex) -slides,
11. Jennifer Zeiger (ICPSR) - training opps,
12. Kathryn Lavender (ICPSR) - co-chair,
13. Chantal Vaillancourt (Stats Canada) - co-chair,
14. (new for 1 year) Chloé HERTRICH (Sciences Po)
15. Philippe Bisson (Statistics Canada)

## FY 2025-2026 (July 1, 2025 - June 30, 2026)

Training Group Activity	Purpose / Goal	Strategic Mission Alignment	Audience	Cost (USD \$)
Funding for 1-2 workshops/training in-person conferences.	DDI will be promoted by submitting workshops/training, to be held at conferences. Travel costs and conference fees are covered for the instructors.	engagement	Variety of users/audiences	\$4,000
Webinars (as needed)	<a href="#">List of topics</a> to keep in mind	engagement	New and advanced users	In-kind contributions
Web page update	Members of the Training Group continue to update and make changes to training-related content on the DDI website.	alignment	New users	In-kind contributions
Translation of materials to Japanese	Intro training materials translated from English to Japanese; est for three slide decks based on internet search	2.5	New users, DDI Trainers	\$1000
Training Material creation	Members of the Training Group continue to produce and organize Training Material (including exercises) on Zenodo and the DDI website (with the help of the DDI assistant).	1.1, 3.8	New and advanced users, DDI Trainers	In-kind contributions
Training requests	Members of the Training Group continue to reply to questions and provide training when relevant.	engagement	Intermediate and advanced users	In-kind contributions
<b>FY26 TOTAL</b>				<b>\$5,000</b>

## Marketing Group

Targeting conference attendance is so that we can support someone to attend at least 2 conferences where we can reach out to promote DDI, this might be a presentation on DDI more generally or something more specific, promoting the Use Case materials at the very least. It is difficult to be specific about which conferences as many haven't been announced, and the type of marketing intervention will be dependent on that. We should aim to get to at least 1 Statistical Organisation related conference.

We have a rough template, for the Marketing Use Cases but it should be properly designed, in a way that we can reuse the design for laying out further use cases

Africa is the main region using DDI-Codebook and it is important we have some profile there, if there is another conference that is more appropriate then we should have some presence there.

Item	Cost
Targeted Conference Attendance x2 1 Stats Agency, 1 Other	\$3500
Use Case Design	\$500
iAssist Africa Conference Sponsorship	\$1000

## DDI Dagstuhl Workshops - Funding Request for the Financial Year 2025/2026

**Dagstuhl organizers:** Michelle Edwards, Arofan Gregory, Simon Hodson, Steve McEachern, Hilde Orten, Joachim Wackerow

### Overview

The budget requested would fund DDI Alliance participation in the workshops at Schloss Dagstuhl for Fiscal year 2025/2026.

It includes travel to a workshop on application and further development of the DDI-CDI specification, and a cross-domain workshop which addresses DDI Codebook, DDI Lifecycle, DDI-CDI, and XKOS and how they fit into a broader set of specifications for FAIR implementation.

These events are co-sponsored by CODATA, which matches the DDI Alliance's funding in order to ensure the success of the workshop. Since the collaboration started in 2018, CODATA has at least matched the Alliance's funding for participants as well as providing funding for its own staff. Additionally, for the last two years a significant number of participants for the cross-domain workshop have been funded by the CODATA-coordinated WorldFAIR project.

The request for funding from the DDI Alliance to assist with the 2025 workshops is **\$8,000.00**.

### Schloss Dagstuhl Cross-Domain Workshops: Goals and Focus

There will be two workshops held at Schloss Dagstuhl in Wadern, Germany in 2025. The first will be specifically focused on the DDI-CDI specification and its implementation and alignment with other specifications used in cross-domain systems. The second will look at a broader set of issues around cross-domain FAIR implementation. This second topic features DDI-CDI as a major component, and some of those whose travel to Dagstuhl might be funded through this request would attend both weeks.

These workshops continue a series of workshops on cross-domain approaches and collaboration with other standards which has been instrumental in recent developments and for DDI-CDI. Further information about [this series is available on the DDI website](#).

The themes and focus of the workshops are as follows:

“Metadata Models and Services Typologies in Digital Resource-Sharing Frameworks”, Nov 09 – Nov 14, 2025 (<https://www.dagstuhl.de/25463>):

We have many different standard models for data and metadata, but standards alone will not create interoperability. Existing standard models must be matched with the functionality they support, and these in turn must be implemented in ways which support machine interoperation if we are to realize the scalable interoperability demanded by modern data-sharing networks. This workshop looks at how best this combination of data and metadata models and services typologies (and their implementation) can be achieved.

“The Provenance Chain: Connecting and Reusing Data, Models, and Experiments”, Nov 16 – Nov 21, 2025 (<https://www.dagstuhl.de/25473>):

More and more, we find that the provenance of data is a key missing ingredient in the information set made available to us. Provenance - the origination and intention of data as collected - provides significant challenges for modern networks. While standards exist for describing data and its analysis - and even for parts of the provenance chain - there is no standard mechanism for tying together all relevant information across the series of steps which fully describe the origination of data. This workshop explores how the many contextualising factors needed to support responsible and accurate data reuse can be described, allowing for the needed chaining of provenance steps.

Specific sub-themes and the participant list for the workshops are currently being finalised, and a number of essential participants have been invited. A summary of the current workshop topics is included below.

The **DDI-CDI workshop (Nov 9-14)** will cover topics focused on W3C collaboration, software tools, implementation guides, mapping to other standards, and methods to integrate qualitative data description. This workshop will include:

- planning for the collaborative **W3C DDI Alliance** working group, which will focus on a common W3C RDF vocabulary on variable description working together with existing W3C vocabularies on data description.
- discussion and planning of exemplary emerging **software tools** for DDI-CDI
- development of **implementation guides** describing the use of DDI-CDI for specific user communities.
- mapping of DDI-CDI to other standards, especially SDMX from official statistics. This will include alignment of the work from a related UNECE working group.
- continuing work on integrating crosswalks of **qualitative data description**., with members of the DDI Qualitative Data Working Group. This will focus primarily on integrating selector references to qualitative data description into the DDI-CDI data description, providing an integrative approach is taken for both quantitative and qualitative data.

The **second workshop (Nov 15-21)** will focus on the **Cross-Domain Interoperability Framework (CDIF)**. CDIF recommends the use of DDI-CDI for data description in all domains wishing to support the FAIR principles for exchange across domain boundaries. CDIF includes adoption of DDI Codebook and DDI Lifecycle as exemplary domain standards for SBE sciences, public health, and official statistics, and provides a framework for coordinated use of DDI with other specifications such as Schema.org, DCAT, PROV-O, etc. In this way, it offers a channel for collaboration between the DDI Alliance and other groups with shared interests. To further this collaboration, the CDIF workshop is expected to include the following topics:

- **Provenance and context**: this topic will focus on the development of a provenance model for CDIF, bringing cross-domain experts together to outline a proposed approach for aligning CDIF with current provenance models such as PROV-O
- **Mapping**: this topic will continue work on the mapping framework for CDIF, aligned with the SSSOM standard aligned with FAIR-IMPACT activities within EOSC

- **Access:** this topic will continue work from Dagstuhl 2024, looking at implementation use cases for the ODRL standard adopted within the CDIF framework
- **Case studies:** this topic will examine the use of CDIF as an organising framework for two case study areas - X-ray absorption spectroscopy, and climate-social science data integration.

## Alignment with DDI Strategic Plan

The activities within the two proposed workshops align closely with the DDI Strategic Plan, in the following areas:

### ***Expanding the DDI Community***

Both workshops will enable the DDI community to *Build partnerships with other standards*, by focussing on the engagement with other standards providers, and alignment and integration of the use of standards. These workshops will include implementers of DDI and representatives from other standards.

### ***Aligning DDI Development:***

The DDI-CDI workshop will support all three areas of this strategic goal - *Alignment of product lines, Improve Documentation, and Support Tools Development*. All three of these areas are planned topics within the DDI-CDI workshop, and expected outcomes of the workshop will set an agenda for future engagement with both the standards maintainers (including W3C and SDMX) and the DDI developer community.

## Funding Request

We are requesting funding for the workshop of \$8000 for the following:

- travel funding for **two** Europe-based participants (USD\$3055)
- travel funding for **two** participants who would have to travel further (from North America, etc.) (USD\$4651)
- bus hire for a dinner function for one workshop (USD\$307)

Specific details of the funding requests are included below. European travel is estimated at **€1340.00** per participant, and non-European travel is estimated at **€2040.00**. These estimates include the cost of room and board at Schloss Dagstuhl for one week. These workshops are subsidized by Schloss Dagstuhl – Leibniz Center for Informatics (free seminar rooms, **€490.00** per participant per workshop/five days including full board). Participants whose travel is funded could include both members of the DDI Alliance working groups and outside experts invited to participate, such as implementers of DDI and representatives from other standards. Participants would be encouraged to obtain funding from their own institutions, but this is not always possible.

## Budget Details

The total budget request is for **\$8,000.00**. This will support travel and accommodation costs for two participants based in Europe, and for two participants coming from North America. (The cost of flights is significant, so these categories are estimated separately.)

Our travel funding request is based on the following estimates:

Expense	Cost per item	European participant	North American participant
Accommodation with full board in Dagstuhl	€490.00	€490.00	€490.00
Hotel at Frankfurt airport	€150.00	€150.00	€150.00
Local transport at origin and destination	€200.00	€200.00	€200.00
Flight - within Europe	€500.00	€500.00	
Flight - transatlantic	€1200.00		€1200.00
Total cost per person from Europe for Dagstuhl meeting		<u>€1,340.00</u>	
Total cost per person from North America for Dagstuhl meeting			<u>€2,040.00</u>

The bus hire cost is estimated at €350, based on hire in previous years.

Applying a conversion rate of 1.14 USD to 1 EUR\* (the exchange rate at the date of submission), the totals are as follows:

Travel Per person (Europe-based): USD \$1527.60

Travel Per person (North America-based): USD \$2325.60

Bus hire: USD \$307

## Appendix 2. Funding Requests Approved at This Meeting



# CDI WG Support for User Documentation and Production Software Tools

Funding request FY2026 (July 2025 through June 2026)

## Overview

The DDI-CDI WG uses the tool UCMIS.M2T to provide an integrated browser for field-level documentation of the DDI-CDI UML model and all available syntax representations. This browser is an essential means for using the DDI-CDI specification.

The purpose of the request is to support maintenance of this tool. It is assumed that USD 2000.00 will enable the central work of the migration from Acceleo 3 to 4, an improvement which will further streamline the production process and enable syntax generation extensions such as Python Pydantic classes. It's important to note that Acceleo 3 won't be supported anymore (it will be frozen). Therefore the migration is crucial for the sustainability of the tool.

## Alignment with the DDI Scientific Work Plan July 2024 – December 2026

This occurs in three major areas:

- 3.6 Support Technical Committee in infrastructure consolidation and harmonisation: this includes cloud infrastructure, code repositories and CI/CD pipelines.

Although the production process for DDI-CDI has been implemented, we are mindful of the need to continually improve and streamline this. Early experimentation with Acceleo 4 has proven the potential of this platform to help us significantly in this area.

- 3.7 Support development of RDF serialisations for DDI products that do not currently have them.

Extending our syntax generation to include Python Pydantic classes would enable developers to use these classes (containing RDF properties) to generate their dataset DDI-CDI RDF serialisations.

- 3.8 Support development and release of new products and versions of products in the DDI Product Suite.

Releasing a new DDI-CDI version is significantly simplified by the existing production process. Extending the syntax generation would further lessen the task for developers using this product to migrate existing codebases to a new version of DDI-CDI. An illustrative example would be an archive generating DDI-CDI RDF serialisations of a dataset. Simply swapping out their Pydantic classes and related SHACL shapes (also generated as part of the production process) for the new versions would highlight any changes required.

## Background

UCMIS.M2T is a tool for the generation of the classifier documentation and syntax representations of a model conforming to the UML Class Model Interoperable Subset (UCMIS) using the Eclipse Acceleo implementation of the Object Management Group (OMG) standard MOF Model to Text. The DDI-CDI UML model is provided as UML Class Model Interoperable Subset (UCMIS). UCMIS, a subset of UML class diagram items, is intended for data modeling. UCMIS and UCMIS.M2T were developed for purposes of the DDI-CDI working group.

Acceleo version 4 was published in the first quarter of 2025. It provides a more robust platform than version 3. Also, the standalone batch solution can be much easier realized with version 4. The plan is to migrate the UCMIS.M2T application to the new Acceleo version. This will provide a more robust solution which can be easier maintained. The migration of Acceleo 3 code to version 4 requires some structural changes in the used syntax language mtl.

----- Forwarded message -----

**From:** Rizzolo, Flavio (StatCan)  
**Date:** Wed, May 21, 2025 at 8:28 PM  
**Subject:** RE: DDI-CDI WG Request for Funds  
**To:** Johnson, Jon  
**Cc:** Jared Lyle

Jon,

Please find our answers below in blue. Let me know if you need more information.

Best,  
Flavio

**From:** Johnson, Jon  
**Sent:** Wednesday, May 21, 2025 3:46 AM  
**To:** Rizzolo, Flavio (StatCan)  
**Cc:** Jared Lyle  
**Subject:** DDI-CDI WG Request for Funds

Flavio

Thank you for the request from the DDI-CDI WG. The Executive Board discussed the request and asked for advice from the Technical Committee as there was a lack of clarity about its integration into the AWS/GitHub infrastructure which was subject to correspondence between the TC and CDI-WG prior to the public vote.

The project fits within the goals of the DDI-CDI Working Group but it lacks specificity, especially since similar work was already funded.

Could we please have further clarification on the following:

1. Specify outputs
  - a. What will be produced? What are the success metrics? [The new codebase based on Acceleo 4 will be available at <https://github.com/uml-subset/ucmis.m2t>.](#)
2. The 2024/25 funding request stated: "The plan is to migrate the UCMIS.M2T application to the new Acceleo version (4)", the 25/26 request indicates that this was not completed i.e. experimentation.

a. Is the migration of Acceleo 4 already underway? What's the current state of the codebase? The migration is not underway yet, but related tests and analysis started. The current codebase of UCMIS.M2T is based on Acceleo 3. It was used to generate the field-level documentation and encodings of DDI-CDI V1.0, available at <https://docs.ddialliance.org/DDI-CDI/1.0/model/FieldLevelDocumentation/>. The codebase is available at: <https://bitbucket.org/wackerow/ucmis.m2t/>, specifically the commit 'f72b85b' tagged with the label 'for\_CDI\_v1.0'. On request of TC, this version was complemented for running in batch mode. For details see: [https://bitbucket.org/wackerow/ddi-cdi\\_production/](https://bitbucket.org/wackerow/ddi-cdi_production/). The related description is available at [https://bitbucket.org/wackerow/ddi-cdi\\_production/raw/789fc2db0f4fd0604eb08d05305195b0891eb/DDI-CDI\\_Pipeline.pdf](https://bitbucket.org/wackerow/ddi-cdi_production/raw/789fc2db0f4fd0604eb08d05305195b0891eb/DDI-CDI_Pipeline.pdf)

b. Why is Acceleo substantively better? Acceleo 4 was published in the first quarter of 2025 to overcome several structural limitations of this software. Acceleo 3 won't be supported anymore by the development team. There is a tendency that they point to the new version 4 for any questions on version 3.

With this background the maintainability of UCMIS.M2T will be assured by the migration to Acceleo 4.

3. How will the code be integrated into DDI-CDI infrastructure? The batch approach mentioned above at 2a was provided to TC in April 2025 for further integration in their Github framework. Similarly, the Acceleo 4 based batch approach will be provided for integration. The batch approach will be much simpler to realize with Acceleo 4 because their development team improved this.

4. Maintenance and sustainability plan

a. Who will lead this work? Joachim Wackerow

b. What will be done to ensure this work is truly complete and maintainable? The maintainability of UCMIS.M2T will be assured by the migration to Acceleo 4 (see 2b for more details)

c. Will there be a handoff to a maintenance group? Yes.

d. Do you anticipate requests for funded development in future years? No new development is anticipated at the moment.

thanks

Jon Johnson

Chair, DDI Alliance Executive Board

# DDI Alliance Budget Request for Fiscal year 2025/2026 : Hackathon 2025/2026 in Budapest, Hungary

Submitted by the DDI Developers Group

## Overview

Thanks to the previous Hackathons the DDI Developers Group has become a large group within the DDI community (25 members) and the hackers provided four valuable proofs of concept which are further developed within the teams. The results have been extremely well received by the community and DDI leadership (EB and SB). This shows the void this group is filling and the need for yearly iterations of the Hackathon. The results in written code by far outweigh the costs according to the old motto of the DDI Developers Groups - "no tools, no standard".

This request is for the fourth instalment of this yearly meeting.

Strategically the Hackathon as well as the overall developers group fall into the category of international outreach as this is the major factor to get valuable software engineers into the community.

## Budget

In the last Hackathons only a part of the requested budget was used. In Chur most of the costs were paid from the EDDI budget which was organised by the same team. This is not the norm for the upcoming meetings in the next years. Also, the low request this year bases on lower costs in Eastern Europe. It might be higher if the Hackathon moves with EDDI into one of the high-income countries.

Based on the experiences of the last years we request a budget for the Budapest Hackathon of 4.000 USD consisting of

- 2.000 USD for catering
- 2 x 500 USD for European travelling
- 1 x 1000 USD for overseas travelling

# Demystifying Metadata: A Digital Microlearning Program to Equip Researchers and Data Professionals in LMICs with DDI Skills

## Purpose of the Request

To create and launch a simple, focused digital microlearning program that introduces **researchers and data professionals** in Low- and Middle-Income Countries (LMICs) to the **DDI metadata standard**. This project aims to **raise awareness, build practical skills**, and promote responsible data sharing among research teams that often lack exposure to structured metadata practices.

## Strategic Plan Alignment

Strategic Goal	How This Project Supports It
Build Capacity and Knowledge	Offers accessible, self-paced training in metadata, focusing on DDI and FAIR data practices.
Expand and Diversify DDI Adoption	Targets LMIC-based researchers and institutions that are typically underrepresented in DDI activities.
Enhance Visibility and Impact	Encourages proper data documentation and sharing, improving discoverability and reuse of research data.
Strengthen Community Engagement	Builds a user base that can connect with DDI tools and join the broader metadata conversation.

## Project Activities & Timeline

Activity	Description	Timeline
Needs Assessment	Online survey for researchers and data professionals in Malawi and regional partners	Jun-25
Curriculum Design	Develop 10 short English modules (5–7 mins each) on DDI, metadata, and real-world use cases	June – August 2025
Content Production	Record simple videos, create PDF handouts, case examples, and interactive quizzes	August – September 2025
Hosting & Deployment	Upload to MoodleCloud or similar free learning platform	Sep-25
Pilot Testing	Run a pilot with 50 participants from Malawi and neighbouring countries	Oct-25
Feedback & Finalization	Refine materials based on pilot feedback	Nov-25
Outreach & Launch	Share the platform through institutional mailing lists, DDI channels, and relevant networks	November–December 2025

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## Target Audience

- **Researchers** in health, social science, education, and agriculture
- **Data managers and programmers** supporting research projects
- **University students** entering research fields

This project specifically supports researchers who need to learn how to **document their data using DDI**, ensure quality metadata, and meet **data sharing requirements** from funders and ethics boards.

### Itemized Budget (USD)

Item	Description	Amount
Curriculum Development	Lesson plans, examples, quiz design	\$2,500
Content Creation	Video recording/editing, PDF guides, case studies	\$2,000
Hosting Platform	Set-up and 12-month subscription (MoodleCloud or similar)	\$500
Pilot Program	Internet costs and small incentives for testers	\$1,500
Project Coordination	Oversight, reporting, stakeholder engagement	\$2,000
Promotion & Webinars	Hosting 2–3 live sessions and platform promotion	\$1,500
<b>Total</b>		<b>\$10,000</b>

### Sustainability Plan

- Materials will be licensed under **Creative Commons**, allowing universities and NGOs to reuse and adapt them.
- Partner institutions will be encouraged to integrate the training into **research onboarding programs**.
- Ongoing support will come from voluntary facilitators within MEIRU and regional data communities.



## Potential Collaborators

- MEIRU Research Data Management Team
- University of Malawi – Department of Population Studies

## Conclusion

This project responds to a real and recurring challenge: **researchers lack practical knowledge of metadata standards** like DDI. By using microlearning principles and delivering in English through digital platforms, we can provide clear, cost-effective training that makes a lasting impact in Africa's research communities. This initiative is scalable, open, and aligned with DDI Alliance goals for growth and equity.

## Submitted by

Dominic Nzundah  
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Jared Lyle &lt;lyle@umich.edu&gt;

## Re: DDI Alliance Priority Fund

1 message

Dominic Nzunda

Tue, May 27, 2025 at 4:43 PM

To: "Johnson, Jon"

Cc: Jared Lyle

Dear Jon ,

Thanks for your email. I have responded to each of your questions and have highlighted each response in yellow below :

1. Could you be more specific about the needs assessment, what are the target audiences, discipline, type of role, what are the specific needs you are trying to understand, such as knowledge, implementation
  - **Target audiences:** Researchers and Data managers in health and social sciences.
  - Needs to be assessed:
    - Familiarity with metadata concepts
    - Specific gaps in knowledge related to DDI
    - Barriers to metadata adoption (technical, policy, awareness-related)
    - Preferred learning formats
    - Current data documentation and sharing practices
2. Coverage of DDI, as you know DDI has several different standards and products, which would you intend to cover in the training materials?
  - **DDI Codebook 2.5** for documenting survey data; suitable for LMICs working with cross-sectional data or secondary data analysis.
3. You indicate 7-10 modules, some more details on the specific content / intent would be helpful.
  - Metadata Onboarding for Researchers and Data Managers Module .This will aim at enabling researchers and data managers to harness the culture of including DDI codebook standards in their data management plan.
  - Hands on : Demo on using metadata editor to document data
  - Cataloguing data using NADA
  - Case Study: A Local Research Project documented using the DDI codebook 2.5
4. The DDI Alliance Training Group has developed a set of materials already at <https://zenodo.org/communities/ddi-train/about>, what is the intent of the new materials, reuse, reframe, new materials, how would these materials complement the existing slides?
  - Reuse and simplify relevant slides for the local context, especially for DDI codebook .
  - Translate complex ideas into plain, practical language using local examples (e.g., health related household surveys in Malawi by MEIRU and published at its NADA catalog )
  - Add new content where there are gaps, such as modules specific to LMIC research workflows, limited internet access, and ethical obligations
  - Frame the content in a microlearning format, where each concept is introduced in a few minutes, optimized for mobile access
5. I believe this will complement existing What are the plans for the training materials to be reviewed by others in the DDI Community, e.g. for accuracy, alignment with other DDI documentation etc, we would suggest that there is a partnership with the DDI Alliance Training Group, we would welcome ideas on how that could be achieved and sustained into the future.
  - I fully support the idea of partnering with the DDI Alliance Training Group and ensuring that these training modules are validated thoroughly .
6. You propose using MoodleCloud or similar, what are the plans for the materials to be made available after the funding expires, as it seems from the proposal that there is an intended interactivity hence

using Moodle?

- We could transfer all learning materials to DDI's digital platforms or we could negotiate with MEIRU to configure open source Moodle which will be hosted locally on their servers but can be accessible to the internet. Alternatively, we will also seek the same service from the archiving department of a partner university in case MEIRU is not willing to help with that.

7. We would expect further clarification / detailing of the costs

#### Itemized Budget (USD)

Item	Description	Amount
Curriculum Development	Lesson plans, examples, quiz design. African experts with implementation experience of DDI codebook for survey data will be involved in this and will be paid for developing the curriculum	\$2,000
Content Creation	Professional video recording/editing, PDF guides, case studies	\$2,000
Platform Configuration	Open-source Moodle configuration	\$800
Pilot Program	Internet costs and small incentives for testers	\$1,000
Project Coordination	Oversight, reporting, stakeholder engagement	\$2,000
Promotion & Webinars	Hosting 2–3 live sessions and platform promotion. There will be paid advertisement campaigns.	\$1,000
<b>Total</b>		<b>\$8,800</b>

I am happy to revise the proposal further based on your input. I also welcome the opportunity to schedule a call as proposed to discuss how we can align closely with the DDI Alliance's broader capacity-building goals and strengthen long-term impact.

Best regards ,

Dominic Nzundah

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**From:** Johnson, Jon  
**Sent:** 21 May 2025 9:49 AM  
**To:** Dominic Nzunda  
**Cc:** Jared Lyle  
**Subject:** re: DDI Alliance Priority Fund

Dominic

Thank you for your application to the DDI Alliance Priority Fund. This was discussed at the Executive Board, and we have also asked the advice of the DDI Alliance Training group.

The Executive Board is fully supportive of reaching communities thus far not well served by existing DDI training and capacity building efforts to address that, which is clearly the ambition of this proposal.

There are a number of questions we would like you to address.

1. Could you be more specific about the needs assessment, what are the target audiences, discipline, type of role, what are the specific needs you are trying to understand, such as knowledge, implementation
2. Coverage of DDI, as you know DDI has a number of different standards and products, which would you intend to cover in the training materials?
3. You indicate 7-10 modules, some more details on the specific content / intent would be helpful.
4. The DDI Alliance Training Group has developed a set of materials already at <https://zenodo.org/communities/ddi-train/about>, what is the intent of the new materials, reuse, reframe, new materials, how would these materials complement the existing slides?
5. What are the plans for the training materials to be reviewed by others in the DDI Community, e.g. for accuracy, alignment with other DDI documentation etc, we would suggest that there is a partnership with the DDI Alliance Training Group, we would welcome ideas on how that could be achieved and sustained into the future.
6. You propose using MoodleCloud or similar, what are the plans for the materials to be made available after the funding expires, as it seems from the proposal that there is an intended interactivity hence using Moodle?
7. We would expect further clarification / detailing of the costs

It would be helpful to organise a call once we have received your response, so that we can progress this in a timely manner.

Jon Johnson

Chair, DDI Alliance Executive Board