

**Data Management Plan (DMP) for Urban Mass Transportation Administration (Section 15) Agencies
1995 Dataset**

U.S. Department of Transportation (USDOT)
Bureau of Transportation Statistics (BTS)
2025-05-29

Persistent link: <https://doi.org/10.21949/1530698>

Recommended Citation:

U.S. Department of Transportation (USDOT), Bureau of Transportation Statistics (BTS). Urban Mass Transportation Administration (Section 15) Agencies 1995 [datasets]. <https://doi.org/10.21949/1530698>.

Change log:

2024-02-27: Initial DMP written

2025-05-29: Document revised, including data description

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0. Dataset and Contact Information

Title of Dataset: Urban Mass Transportation Administration (Section 15) Agencies 1995 Dataset

URL: <https://doi.org/10.21949/1530698>

This is an ☐ initial DMP or a ☒ revised DMP.

Organizational Contact Information

Institution: U.S. Department of Transportation (DOT), Bureau of Transportation Statistics (BTS)

Address: 1200 New Jersey Ave SE, Washington D.C. 20590

Contact: ntad@dot.gov

Data Distributor Contact Information

Name: National Transportation Atlas Database (NTAD)

Institution: U.S. Department of Transportation, Bureau of Transportation Statistics (BTS)

Address: 1200 New Jersey Ave. SE, Washington D.C. 20590

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1. Data Description:

The Urban Mass Transportation Administration (Section 15) Agencies 1995 dataset is from the Bureau of Transportation Statistics (BTS), and is part of the U.S. Department of Transportation (USDOT)/Bureau of Transportation Statistics' (BTS's) National Transportation Atlas Database (NTAD). Transit agency locations for transit agencies that are required to report information to the Federal Transit Administration according to Section 15.

2. Standards Employed:

The data files collected here are saved in the ubiquitous and common geospatial shapefile (.shp) format.

As the files created for this ingest were migrations from the original format in a SQL geodatabase, each data file name includes a date stamp indicating when the data in the shapefile was from.

Documentation will include this data management plan, and the metadata and readme files created in 2024.

Documentation will also include the shapefiles, data dictionary, and relevant supporting files created alongside the data from 1995. A DCAT-US vs. 1.1 .json metadata file will be created to describe the archival location of this data, and that .json file will be uploaded to data.gov and transportation.data.gov

Necessary software tools: The file formats found in the zip files include: .txt, shapefiles (.shp, .shx, and .dbf), and .pdf files.

- The txt is a common text file, which can be opened with a basic text editor. The most common software used to open .txt files are Microsoft Windows Notepad, Sublime Text, Atom, and TextEdit (for more information on .txt files and software, please visit <https://www.file-extensions.org/txt-file-extension>)
- Shapefiles (.shp, .shx, and .dbf) can be opened with any GIS software program. An open-source software that can open most ESRI file types is QGIS <https://www.qgis.org/en/site/>.
- The pdf file format was developed by Adobe Systems and represents two-dimensional documents in a device-independent and resolution-independent format. There are PDF readers available on many platforms, such as Xpdf, Foxit, and Adobe's own Adobe Acrobat Reader. PDF readers/viewers or online services for basic functions are generally free (for more information on .pdf files and software, please visit <https://www.file-extensions.org/pdf-file-extension>).

3. Access Policies:

These data files are in the public domain, and can be shared without restriction. The data files contain no sensitive information.

4. Re-Use, Redistribution, and Derivative Products Policies:

These data are managed by the Bureau of Transportation Statistics. The data are in the public domain, and may be re-used without restriction.

Citation of the data is appreciated. Please use the following recommended citation:

U.S. Department of Transportation, Bureau of Transportation Statistics (BTS) [distributor]. Urban Mass Transportation Administration (Section 15) Agencies 1995 [datasets]. <https://doi.org/10.21949/1530698>

5. Archiving and Preservation Plans:

The dataset will be archived in the National Transportation Library Repository and Open Science Access Portal (ROSA P). Prior to archiving, the data are stored on the secured BTS networks and drives, which are backed up nightly. The US DOT systems are secured from outside users and backed up daily.

Files in ROSA P are backed up in NTL drives at US DOT, daily; at the Centers for Disease Control, the repository managing facility, daily; and in Amazon Web Service Cloud servers in Virginia and Oregon daily.

The dataset will be retained in perpetuity.

NTL staff will mint persistent Digital Object Identifiers (DOIs) for each dataset stored in ROSA P. These DOIs will be associated with dataset documentation as soon as they become available for use.

The DOIs associated with this dataset include: <https://doi.org/10.21949/1530698>

The assigned DOI resolves to the repository landing page for the “Urban Mass Transportation Administration (Section 15) Agencies 1995” dataset, so that users may locate associated metadata and supporting files.

ROSA P meets all the criteria outlined on the “Guidelines for Evaluating Repositories for Conformance with the DOT Public Access Plan” page: <https://ntl.bts.gov/publicaccess/evaluatingrepositories.html>

6. Policies Affecting this Data Management Plan

This document was created to meet the requirements enumerated in the U.S. Department of Transportation's Plan to Increase Public Access to the Results of Federally-Funded Scientific Research' Version 1.1 << <https://doi.org/10.21949/1520559> >> and guidelines suggested by the DOT Public Access website << <https://doi.org/10.21949/1503647> >>, in effect and current as of December 03, 2020.