# Federal LCA Commons Data Provider Information

This document provides resources to data providers to initiate the submission of their datasets to a repository on the Federal LCA Commons (FLCAC). There are three sections: the submission process steps with resources for data providers, notes on data submissions and upkeep of data on the FLCAC, and a questionnaire for data provider to fill out for each intended data submission.

## **Data Submission Process**

1. Become familiar with the [Federal LCA Commons](https://www.lcacommons.gov/lca-collaboration/National_Renewable_Energy_Laboratory/USLCI_elci_library_test) platform
2. Contact the FLCAC data curators to set up an initial meeting to discuss your datasets intended for submission to the FLCAC
	* Prior to this meeting fill out the questionnaire below and submit it to the data curators at FederalLCACommons@erg.com
	* During this meeting we will discuss the steps needed to prepare your data for submission and assign roles
3. [Download the openLCA software](https://www.openlca.org/download/) and install it on your computer
4. Prepare your unit processes/product system as discussed in the initial curation meeting
5. Export ONLY your prepared datasets as a zipped JSON-LD file & submit to the data curators or add the datasets to a repository directly through the collaboration server
6. Reconcile issues identified by the data curators during the Review Process & the results check
7. Approve the final version
8. FLCAC data curators will publish your datasets on the FLCAC

## **Notes on Data Submissions and Maintenance of Data**

* The FLCAC data curators provide QA/QC checks on data submissions to ensure that they adhere to FLCAC standards.
* The FLCAC data curators do not review the originating LCA from which LCI data are generated.
* Static LCIA results are not maintained over time. Background datasets in a product system may be updated over time (e.g., the electricity grid will be updated to represent the most recent year of data available, if an incoming chemical production process is updated and linked to your product system this will be updated).
* The FLCAC data curators will make corrections to your data if errors arise. The curators will reach out to original dataset owners to notify them of changes.

## **Dataset Submission Questions for Data Providers:**

These questions should be filled out for each intended submission of processes. Please return to FederalLCACommons@erg.com

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| Item | Response |
| Describe the number and scope of the intended unit processes for submission.  |  |
| Describe the underlying source of the data. (Please share links or pdfs as appropriate) |  |
| What flow list is used for the elementary flows (e.g., ILCD, openLCA, SimaPro, etc)? |  |
| What impact assessment categories and/or inventory categories is the data representative of (e.g., global warming potential, eutrophication potential, water consumption, etc.)? |  |
| What format is the data currently in (e.g., SimaPro, excel, openLCA, etc.)? |  |
| Will this data be submitted to part of an existing repository or will a new repository be needed?  |  |
| Are there any anticipated cross-repository dependencies (e.g., new processes will require data from the electricity baseline)?  |  |
| What is the anticipated timing of submission and timing of curation support?  |  |
| Can we share publicly that you are working towards publishing this dataset on the FLCAC? |  |
| Is this effort in collaboration with or in support of a governmental agency? If so, will that agency require a review process for data submitted to the FLCAC? |  |
| Point of contact for submission (name and email). |  |
| Please provide any other details about level of curation support needed.   |  |