UIC Institutional Policy on the Use of Individual Development Plans

Background:

On July 23, 2013, the NIH posted a Notice (http://grants.nih.gov/grants/guide/notice-files/NOT-OD-14-113.html) in the NIH Guide for Grants and Contracts announcing that NIH encourages grantees to report the use of Individual Development Plans (IDP) for every graduate student and postdoc supported by any NIH grant, regardless of the type of NIH grant that is used for support. NIH encourages implementation by October 1, 2014.

IDPs are a useful tool to help graduate students and postdocs identify their career goals and to categorize what they need to accomplish to achieve those goals. There is evidence that the IDP process also facilitates communication between faculty mentors and their trainees.

UIC Institutional Policy on the Use of Individual Development Plans:

- UIC graduate students and postdoctoral fellows who are supported by any NIH grant should prepare an Individual Development Plan (IDP).
- PIs should be prepared to describe the use of IDPs in NIH Research Performance progress reports (RPPR) when the research involves graduate students and/or postdoctoral fellows.
- The use of IDPs is strongly encouraged for all UIC graduate students and postdoctoral fellows, regardless of funding source.

Resources:

Resources for the preparation and review of Individual Development Plans are available at myIDP (http://myidp.sciencecareers.org/).

Effective Date:  October 1, 2014
Revised Policy: Descriptions on the Use of Individual Development Plans (IDPs) for Graduate Students and Postdoctoral Researchers Required in Annual Progress Reports beginning October 1, 2014

Notice Number: NOT-OD-14-113

Key Dates
Release Date: August 4, 2014

Related Announcements
NOT-OD-13-093

Issued by
National Institutes of Health (NIH)

Purpose

The purpose of this Guide Notice is to revise the policy announced in NOT-OD-13-093, issued on July 23, 2013. NIH annual progress reports received on/after October 1, 2014 must include a section to describe how individual development plans (IDPs) are used to identify and promote the career goals of graduate students and postdoctoral researchers associated with the award.

Background

In June 2012, a Working Group of the Advisory Committee to the NIH Director (ACD) issued a report on the biomedical research workforce (http://acd.od.nih.gov/bwf.htm). The Working Group made recommendations to the ACD about the funding and training of graduate students and postdoctoral researchers in order to attract and retain the best and most diverse scientists, engineers and physicians from around the world. One goal of the Working Group was to better prepare students and postdocs to participate successfully in a broad-based and evolving research and research-related economy. The report included the following recommendation:

To provide some structured training experience for graduate students and postdoctoral researchers, NIH should require individual development plans (IDPs) for all NIH-supported graduate student and postdoctoral researchers, whether on training grants, fellowships, or research project grants. Assessment of implementation of this requirement should be included in the review criteria of training grants.

In response to this recommendation, the NIH will not require but strongly encourages institutions to develop and use IDPs for graduate students and postdoctoral researchers supported by NIH awards, regardless of their position title. IDPs provide a structure for the identification and achievement of career goals. Therefore, NIH encourages grantees to develop institutional policies that employ an IDP for every graduate student and postdoctoral researcher supported by NIH awards. Beginning on October 1, 2014, annual progress reports are required to include a description of whether the institution uses IDPs or not and how they are employed to help manage the training and career development of those individuals.

Implementation

NIH progress reports using the Research Performance Progress Report (RPPR) must include a report on the
use of IDPs in Section B. Accomplishments, Question B.4. Actual IDPs should not be included. Instead, grantees will report on whether they use IDPs for all the graduate students and postdoctoral researchers included in Section D. list of Participants. The use of IDPs as well as the manner in which IDPs are used is expected to be determined by the awardee institution, but the RPPR will include a brief description of how and whether IDPs are used to help manage the career development of students and postdocs associated with that award. A similar response is required for all T, F, K, R25, R13, D43 and other awards or award components designed to provide training and professional development opportunities for graduate students and postdoctoral researchers.

Reminder, the RPPR is currently required for all type 5 progress reports submitted using a Streamlined Non-Competing Award Process (SNAP), and will be required for all non-SNAP progress reports submitted on/after October 17, 2014 (see NOT-OD-13-035 and NOT-OD-14-092).

Inquiries

Please direct all inquiries to:

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Weekly TOC for this Announcement
NIH Funding Opportunities and Notices

Note: For help accessing PDF, RTF, MS Word, Excel, PowerPoint, Audio or Video files, see Help Downloading Files.
You have put a lot of time and effort into pursuing your PhD degree. Now it's time to focus on how to leverage your expertise into a satisfying and productive career. An individual development plan (IDP) helps you explore career possibilities and set goals to follow the career path that fits you best.

myIDP provides:
- Exercises to help you examine your skills, interests, and values
- A list of 20 scientific career paths with a prediction of which ones best fit your skills and interests
- A tool for setting strategic goals for the coming year, with optional reminders to keep you on track
- Articles and resources to guide you through the process

There is no charge to use this site and we encourage you to return as often as you wish. To learn more about the value of IDPs for scientists, read the first article in our myIDP series.

Click below to get started.

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