

Individual Development Plans for Postdoctoral Scholars & Graduate Students

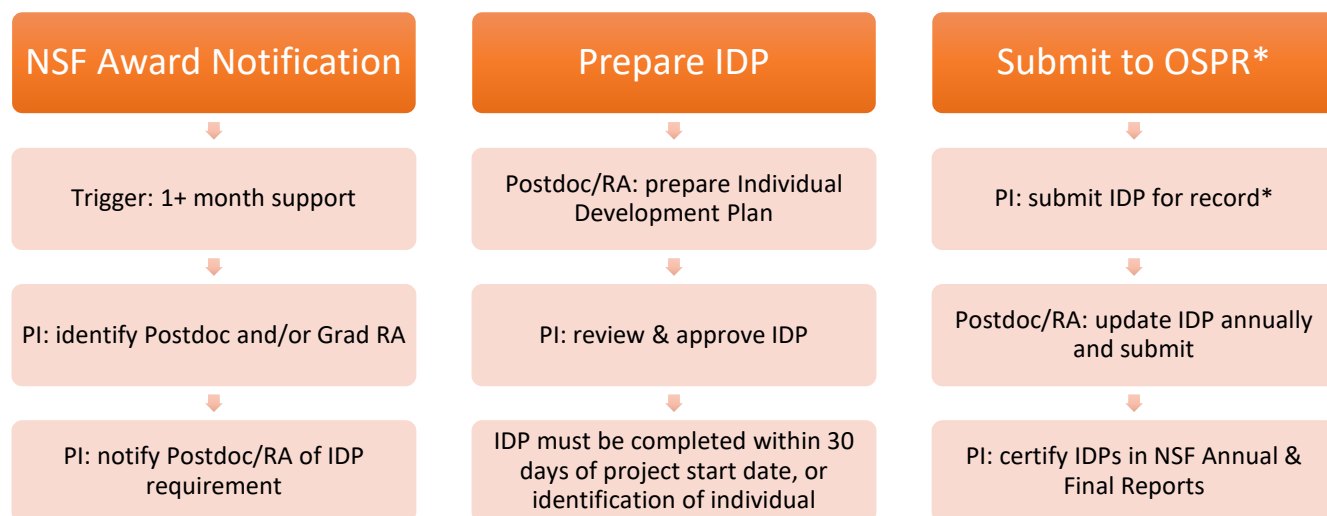
Effective May 20, 2024, “for each National Science Foundation award that provides substantial support to postdoctoral scholars and graduate students, each individual must have an [Individual Development Plan](#), which is updated annually, that maps the educational goals, career exploration, and professional development of the individual.” Substantial support is defined as an individual that receives one person month or more during the annual reporting period of the NSF award. Graduate students include both master’s and PhD students.

The individual development plan (IDP) is a tool to help in the education, career, and professional development planning process and to facilitate communication between mentees and mentors. An IDP should be viewed as a dynamic document that is periodically reviewed and updated throughout an individual’s training. IDPs are of proven value at any stage, from the undergraduate to the postdoctoral level.

Clark University OSPR procedures for IDPs

For the purposes of this requirement, Postdoctoral Scholar(s) and/or Graduate Student Researcher(s), along with the respective Principal Investigator (PI), will each develop their own plan and submit through OSPR’s online [Submission Form - Individual Development Plan\(s\)](#) and internal process outlined below.

The requirement for developing an IDP is implemented **post-award** with PI certification submitted with each NSF *Annual* and *Final Annual Report*. To comply with this requirement, OSPR has established the process outlined below. **Each postdoctoral scholar and/or graduate RA is responsible** for developing their IDP and reviewing with their respective PI, prior to submission to OSPR. **Note: OSPR will coordinate with the Clark Student Employment Office to ensure IDPs for Union graduate students are filed appropriately.*



While there is no required format for IDPs, the following resources are provided to assist in developing plans:

- [Sciencecareers.org - MY IDP](#)
- [ChemIDP \(acs.org\)](#)
- [APA individual development plans](#)