New NIH requirements for reporting Individual Development Plans — requirement starts Oct 1st.

See NIH notice NOT-OD-14-113 regarding reporting on Individual Development Plans (IDP) for grad students and postdocs on NIH awards.

The NIH notice requires reporting about students and postdocs supported on NIH grants (of any kind, including but not limited to training grants and research project grants). The reporting is just a statement describing whether or not IDPs are used, and if so, how they are used. The statement goes on the annual progress report (RPPR) in section B "Accomplishments" — see section B.4. The requirement starts Oct 1st.

NIH strongly encourages institutions to develop Individual Development Plans (IDPs) for graduate students and postdoctoral researchers (including scholars, trainees and fellows, and individuals in other postdoctoral positions) supported by NIH awards, and requires reporting of their use in annual progress reports by October 2014. The IDPs should be broadly implemented for all graduate students and postdoctoral researchers supported by NIH.

For reference, an IDP plan template is available from UW Graduate School.
http://www.grad.washington.edu/profdev/IDP.docx

And in turn this references another resource: AAAS tool (science based but broadly applicable for research): http://myidp.sciencecareers.org

For postdoctoral fellows, the School has adopted a common offer letter template for Trainee Senior Fellows that references IDPs. Likely this could serve as a starting point for the IDPs for postdocs:

Professional Development:

Soon after you arrive, Dr. [Insert PI’s last name] will discuss specific research goals with you. In addition, you are encouraged to develop an “individual development plan” which will outline your own plan for professional growth. You are encouraged to make use of UW programs and those from partner institutions in Seattle that support your professional development. Dr. [Insert PI’s last name] will discuss your individual development plan with you in order to achieve a mutual understanding of your personal professional goals such that we can work together to help you achieve them.

In addition to meetings with Dr. [Insert PI’s last name] to discuss your research data, please plan to meet formally with [him/her] at 3 months, 7 months and 12 months after your arrival to evaluate your research progress and to assess how your progress aligns with your individual development plan. Thereafter, a formal meeting with Dr. [Insert PI’s last name] at least twice annually to discuss progress and performance is recommended. We encourage you to make use of other faculty as mentors as well. If, at any time, you wish to discuss your performance or other concerns, please do not hesitate to let either one of us know.

Following on from the discussions about IDPs at recent School-wide training grant group meetings, the Office of the Dean, in collaboration with department student services and with faculty and students, is talking about developing a coordinated approach to both IDP development, and IDP tracking. Meanwhile, PIs and Program Directors need to ensure they are in compliance with reporting on the annual progress report.