

Mastering the 'ART' of SDPI

GENERAL TIPS

1. Check the DDTP website weekly - www.diabetes.ihs.gov
Website updates are made regularly regarding SDPI Application, Reporting, and Training.
2. DDTP has gone green! Check emails from DDTP and DGM contacts as electronic communication is our only source of communicating with grantees.
3. Know who to contact regarding your application, training, grant terms and conditions, and general questions. Jot down your Area Diabetes Consultant, Reviewer, and DGM contact below.
4. FAQ - Use the Frequently Asked Questions section on the DDTP website to find answers to your important questions as a first stop spot, or simply to learn more.

APPLICATION

Application Tip #1

Best Practices are vital to SDPI. Your program must choose at least 1 Best Practice.

Application Tip #2

Read each Best Practice and the Required Key Measures with your program staff.

REPORTING

Reporting Tip #1

Read your entire Notice of Award, paying special attention to 'Special Grant Conditions' and 'Programmatic Terms and Conditions' to ensure you are following established grant guidelines.

Reporting Tip #2

Ensure your program has consistently tracked data for your Required Key Measures.

Reporting Tip #3

Know when due dates are for required reports.

Reporting Tip #4

Make sure your program's contacts are updated on all required reports.

TRAINING

Training Tip #1

Know when required trainings are scheduled and register early.

Training Tip #2

Keep an internal training log to track trainings, both live and recorded, that your program has attended.

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