IHS Division of Diabetes Treatment and Prevention (DDTP)
Special Diabetes Program for Indians (SDPI)
2025 Annual Progress Report Overview
December 11th

- **This is an optional webinar.** While not required, grantees are encouraged to attend the live webinar or watch the recording when it becomes available.

- The recorded webinar will be available on the SDPI website, about two weeks from today.

- Participants are in listen only mode. You can listen through your computer speakers or call in and listen through your phone.

- Submit your questions in the chat.

Note: This webinar is scheduled to start at 3pm ET.

2025 Annual Progress Report Overview

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IHS Division of Diabetes Treatment and Prevention

December 11, 2025

SDPI – Commonly Used Abbreviations

- ADC = Area Diabetes Consultant
- Audit/WebAudit = IHS Diabetes Care and Outcomes Audit
- Best Practice = SDPI Diabetes Best Practice
- CY = Calendar Year
- DDTP = IHS Division of Diabetes Treatment and Prevention
- DGM = IHS Division of Grants Management
- EMR = Electronic Medical Record

- GMS = Grants Management Specialist
- GS = GrantSolutions
- NoA = Notice of Award for your SDPI Grant
- PHI = Protected Health Information
- PII = Personally Identifying Information
- PPR = Performance Progress Report
- RKM = Required Key Measure
- SDPI = Special Diabetes Program for Indians
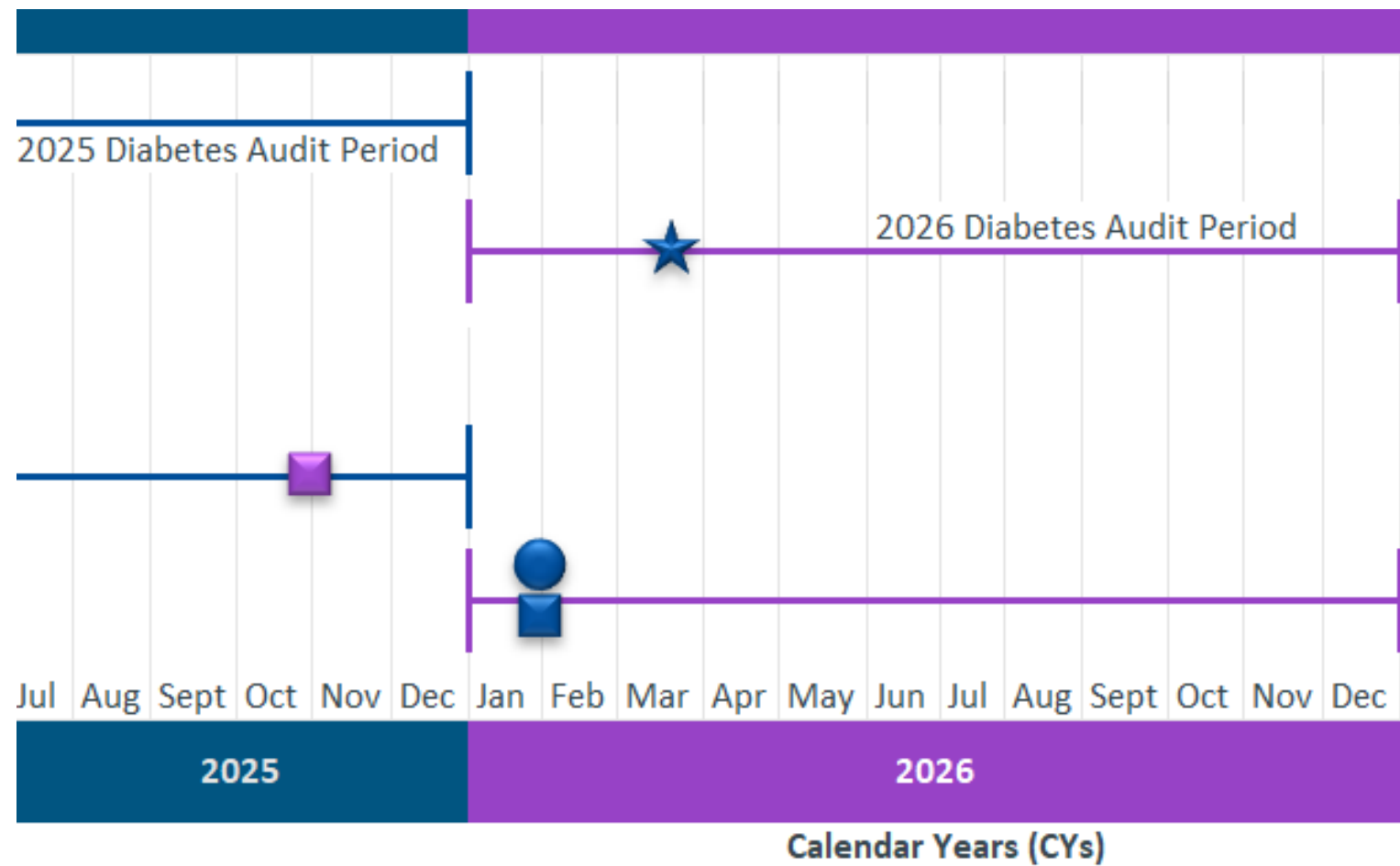- SOS = SDPI Outcomes System

What we'll cover

1. SDPI reports timeline.

2. Overview of the following:

    a) SOS

    b) Annual Progress Report

    c) PPR

3. Updates

2025 Timeline

2025 Diabetes Audit Period

2026 Diabetes Audit Period

| Jul | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec |

2025   **2026**

Calendar Years (CYs)

■ October 31, 2025 - 2026 Non-Competing Continuation Application due in GrantSolutions (GS)

● January 30, 2026 - 2025 Required Key Measure (RKM) Final data submitted in the SDPI Outcomes System (SOS)

■ January 30, 2026 - 2025 Annual Progress Report due in GS PPR

★ March 20, 2026 - 2026 Diabetes Audit Data due (collect data on CY 2025)

Report: SOS Final Data

- **What?**

  - Best Practice Required Key Measure (RKM) data captured at the end of the year to see if data improved.

    - Avoid aggregate for final data (or will need waiver).

    - Time of the year to "lock" your data.

- **Why?**

  - Data reporting requirement.

- **How?**

  - local records → SOS

                    OR

  - RPMS/EMR → WebAudit → SOS

SOS Requirement

- The SOS is a web-based data system for SDPI programs to enter, check, and download RKM data for their Target Group for their selected Diabetes Best Practice.

- This report must include the following:

  - Your program's selected Best Practice.

  - Target Group number.

  - Target Group description.

  - RKM baseline data for 2025.

  - RKM final data for 2025.

Report: SOS Final Data (cont'd)

- **Where?**
  - ➢ SOS webpages: https://www.ihs.gov/sdpi/sdpi-outcomes-system-sos/

- **Who?**
  - ➢ Division of Diabetes (SDPI Team): sdpi@ihs.gov
  - ➢ Area Diabetes Consultant: https://www.ihs.gov/diabetes/about-us/area-diabetes-consultants-adc/

- **When?**
  - ➢ Annually, due by end of January of the next year.
  - ➢ Covers data from the previous year.

Report: Annual Progress Report

- **What?**

  ➢ Report providing updates summarizing your program's grant year.

  ➢ Review of your program plan (project narrative) – have all activities/services been implemented and budget been spent?

  ➢ Submission of final data for the year (from SOS).

- **Why?**

  ➢ Reporting requirement by DGM and DDTP.

- **How?**

  ➢ Complete/gather your 2025 SOS RKM Data Summary Report.

  ➢ Complete template (or equivalent) provided on the SDPI Report/Application webpage.

  ➢ Submit reports above under the **Performance Progress Report**.

2025 Annual Progress Report Template

Template access: https://www.ihs.gov/sdpi/sdpi-community-directed/application-reports/

The template is provided as an option for submitting the required information. Alternatively, all required information from the template can be provided on a separate document.

Tips for using template to prepare a successful (and complete) Annual Progress Report:

- Download (Save) a copy of the template to your computer.
- Ensure that all contributors are opening the template in Adobe Reader or Pro software to complete.
- Save the completed document – do not print and/or scan.
- Proofread to ensure all fields are completed and to minimize grammatical/spelling errors.

Report: Annual Progress Report (cont'd)

- **Where?**
  - SDPI Reports and Application webpage: https://www.ihs.gov/sdpi/sdpi-community-directed/application-reports/
    - » Report information available November- April.
- **Who?**
  - Division of Diabetes (SDPI Team): sdpi@ihs.gov
  - Area Diabetes Consultant: https://www.ihs.gov/diabetes/about-us/area-diabetes-consultants-adc/
- **When?**
  - Annually, due by end of **January**.
  - Covers activities/outcomes from the previous year.

Performance Progress Report (PPR)

Report: PPR

- **What?**
  - ➢ Feature that collects Recipient Progress Reports in a single, trackable location.

- **Why?**
  - ➢ Recipients can upload their progress reports, easily track, and manage due dates.

- **How?**
  - ➢ Access the PPR in GrantSolutions, under the "Reports" tab.

Annual Progress Report Submission - PPR

Submission Steps:

1. Log into GrantSolutions.

2. Look for your SDPI grant. Click on the arrow or grant number to access "Grant Details" screen.

3. Click on the Reports tab.

4. Use the *Report Type* drop-down to find and start your **Annual PPR with 01/01/2025 – 12/31/2025** Reporting Period.

5. Click on the Start Report button.

6. Follow the guidance provided in the PPR to upload report requirements and submit the report.

7. Notify your Area Diabetes Consultant that the report has been submitted in GrantSolutions.

Tips for Successful 2025 PPR Submission for SDPI

1. Look to start the report with the Reporting Period of **01/01/2025 – 12/31/2025**

   a) This may be under the "Past Reporting Periods".

2. If last year's report was already submitted (e.g., 2024 submitted under the 2025 report), reach out to your Area Diabetes Consultant. They may be able to send the report back to you so you can edit or delete and start over.

3. Scroll down to "Report on your performance" – this is where the report can be uploaded.

4. At minimum, your report should include:

   a) Completed 2025 Annual Report template (or document responding to questions from the template)

   b) 2025 SOS RKM Data Summary Report with Baseline and Final Data.

5. Keep scrolling to "Finish and submit".

6. Watch emails for any updates; including reports that may be returned.

   a) Or can revisit the Reports tab to check on status updates.

PPR Resources

- Visit the [Recipient GMM Training Resources](#).

- Click on the graduation cap icon ⬡ in GrantSolutions for Interactive Training and Support and Documentation.

- Review 1/16/2025 Grant Message in GrantSolutions.

- Contact your [Grants Management Specialist](#) or contact the [GrantSolutions Help Desk](#).

Annual Progress Report Review

Review will be provided by your ADC *or* Area Support Staff (PO), or DDTP.

Review will be part of the PPR.

➢ Your PPR may be sent back to you for revisions.

Resource: SDPI Grant Program Application and Report Due Dates Table

2026 Table coming soon.

Special Diabetes Program for Indians (SDPI)
Important Dates for 2025 Budget Period
Updated February 2025

Notes:

- 2025 funds are contingent on Congressional Appropriations.
- All dates are tentative and subject to change.

Date	Activity
2025	
01/01/2025	Beginning of SDPI 2025 budget year.
01/31/2025 - Due	2024 Required Key Measure (RKM)[1] Final Data submitted and locked in the SDPI Outcomes System (SOS)[2].
02/28/2025 - Due	2025 RKM Baseline Data submitted in the SOS[2].
03/30/2025 - Due	2024 Annual Progress Report completed and submitted in GrantSolutions[3]. **Note:** March 30th is a Sunday. Plan to submit by Friday, March 28th.
04/29/2025 - Due	2025 Annual Diabetes Care and Outcomes Audit data submitted and locked in WebAudit[4]. Audit period: Jan 1-Dec 31, 2024
06/30/2025 - Due	2025 RKM Mid-Year Data submitted in the SOS[2] Encouraged but not required.
09/02/2025	2026 Continuation Application information available on the SDPI website[5].
10/31/2025 - Due	2026 Continuation Application due in GrantSolutions[3].
11/15/2025	2025 Annual Progress Report information available on the SDPI website[5].
12/31/2025	End of SDPI 2025 budget year.
2026	
01/30/2026 - Due	2025 RKM Final Data submitted & locked in the SOS[2].
01/30/2026 - Due	2025 Annual Progress Report completed and submitted in GrantSolutions[3].

Updates

SDPI Outcomes System (SOS) Webinars

Topic: **SOS 2025 Final Required Key Measure (RKM) Data Submission and Review**
Date: Thursday, January 8th
Time: 3 - 4pm ET (2pm CT / 1pm MT / 12pm PT / 11am AKT)

Topic: **SOS 2026 Baseline RKM Data Submission and Review**
Date: Tuesday, February 10th
Time: 3 - 4pm ET (2pm CT / 1pm MT / 12pm PT / 11am AKT)

For more information, visit the SOS webpage:
https://www.ihs.gov/sdpi/sdpi-outcomes-system-sos/

SDPI Grantee Showcase Webinar

The Las Vegas Paiute Tribe

Health and Wellness Center Program

January 29, 2026

https://www.ihs.gov/sdpi/sdpi-community-directed/sdpi-grant-training/

Portland Area: Interim ADC

Portland Area

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Questions

[DDTP Website](#)
[SDPI Website](#)

Contact Info: Division of Grants Management

- IHS Division of Grants Management
  - Website: www.ihs.gov/dgm
  - Email: dgm@ihs.gov

IHS Division of Grants Management – Grants Management Specialists (GMS)

IHS Area	GMS	GMS Email
Great Plains, Navajo, Oklahoma City, Portland	Cherron Smith	Cherron.smith@ihs.gov
Alaska, Bemidji, Billings, Nashville	Patience Musikikongo	Patience.musikikongo@ihs.gov
Albuquerque, California, Phoenix, Tucson, Urban	Pallop Chareonvootitam	Pallop.chareonvootitam@ihs.gov