Special Diabetes Program for Indians (SDPI)

Get Ready for the
SDPI 2023 Application Process

IHS Division of Diabetes Treatment and Prevention
January 26, 2022

Indian Health Service
Division of Diabetes Treatment and Prevention

Abbreviations

- AI/AN = American Indian/Alaska Native
- ADC = Area Diabetes Consultant
- AOR = Authorized Organization Representative
- COI = Conflict of Interest
- DDTP = IHS Division of Diabetes Treatment and Prevention
- DGM = IHS Division of Grants Management
- DTLL = Dear Tribal Leader Letter
- DUIOLL = Dear Urban Indian Organization Letter

- IHS = Indian Health Service
- MOA = Memorandum of Agreement
- NOFO = Notice of Funding Opportunity (also known as FOA)
- ORC = Objective Review Committee
- SAM.gov = System for Award Management
- SDPI = Special Diabetes Program for Indians
- TLDC = Tribal Leaders Diabetes Committee
- UEI = Unique Entity Identifier

Purpose of this Webinar

- Help SDPI grantees prepare for the 2023 Application process
  - Introduce the application process
  - Introduce application process terminology
  - Provide steps that grantees can do now to prepare for the application process
  - Preview future tasks for the application process

SDPI Overview

- In response to rising rates of diabetes in AI/AN people, Congress established SDPI in the Balanced Budget Act of 1997 (P.L. 105-33)
  - "The Secretary shall make grants for providing services for the prevention and treatment of diabetes…" (42 USC 254c-3)

- Today SDPI provides funds to 301 I/T/U grant programs in 35 states for diabetes prevention and treatment
  - Tribal 233 (+21 sub-grantees)
  - Urban 29
  - IHS 13 (+5 sub-grantees)

Current SDPI Project Period

- SDPI is in the 7th year of the current project period (also known as a grant cycle), made up of 7 budget periods:
    - 2016: January 1, 2016 – December 31, 2016
    - 2017: January 1, 2017 – December 31, 2017
    - 2018: January 1, 2018 – December 31, 2018
    - 2019: January 1, 2019 – December 31, 2019
    - 2020: January 1, 2020 – December 31, 2020
    - 2021: January 1, 2021 – December 31, 2021
    - **2022: January 1, 2021 – December 31, 2022**

The SDPI Application for 2023 will be a different process as it begins a new Grant Cycle
(2023 – 2027)

About the 2023 SDPI Application Process

- Goal is to achieve a fundable score in the objective review process.
- **All eligible applicants who submit a complete application by the due date and achieve a fundable score in objective review will receive funding.**
- Essential to submit a complete application by the due date!
- The 2023 Application Process begins with a Notice of Funding Opportunity (NOFO).

Notice of Funding Opportunity (NOFO)

- **NOFO** - Provides a description of the project and the entities that are eligible to apply
  - Found in the Federal Register
- The SDPI 2023 NOFO and application packet will be released sometime this spring (April or May)
- DDTP will send an email announcement when the NOFO is released

SDPI 2023 Timeline

- NOFO and Application available: Spring 2022
- Applications due: End of Summer 2022
- Objective Review Committee (ORC) Process: Fall 2022
- Notices of Award Distributed: December 2022

About Objective Review Committee (ORC) Process

- ORC Process - applications that pass screening are peer reviewed by a panel of at least three people, who assess and score each application independently. Then, the peer review panel will convene to discuss the merits of the applications. A series of policies and assurances are in place to maintain a fair, objective process based on material facts in the applications and without conflicts of interest (COI) for the peer reviewers. The federal agency staff monitor and participate in this review.

Application Processes (a visual)

2022 Application Process

2023 Application Process

Application

What to do NOW to prepare for the 2023 Application Process

- **Items to check with your organization's grant/financial office NOW:**
  1. **SAM.gov: Ensure your organization's SAM.gov is current.**
  2. **AOR: Ensure your organization has an Authorized Organization Representative (AOR) and make sure they can submit the SDPI application. Also keep track of your AOR.**
  3. **Grants.gov: Ensure your organization is registered in Grants.gov.**
     - ➤ **Grants.gov is the site used to submit your 2023 applications.**
  4. **Review your 2016 and 2022 applications.**
  5. **Attend Training Opportunities.**

- All current grantees had 1-3 above in place to apply for and receive an SDPI grant for the 2016 grant cycle .
  - **Please be sure that these are now (and remain) up-to-date throughout the 2023 application process!**

What to do NOW: SAM.gov registration

1. **Ensure your organization's SAM.gov registration is current.**

   – SAM = System for Award Management.

   – Organizations need to have active SAM.gov certifications and accounts in order to receive an SDPI award.

     • Work with your organization's grant/financial office to ensure that your organization has a current SAM.gov registration.

     • There have been recent changes to the process—be sure to check.

   – Questions about SAM.gov entity registration and renewal can only be answered by SAM.gov customer support.

What to do NOW: AOR and Grants.gov

2. Ensure your organization has an Authorized Organization Representative (AOR) and make sure they can submit the SDPI application. Also keep track of your AOR.

- The AOR is a member of your organization authorized to submit applications in Grants.gov on behalf of the organization.
- If there is turnover, find out who will be the next AOR.

3. Ensure your organization is registered in Grants.gov.

- The 2023 Applications will be submitted through Grants.gov (*not* GrantSolutions).
- Helpful information and resources are available on the Grants.gov site.

What to do NOW to prepare for the 2023 Application Process

4. **Review your 2016 and 2022 SDPI Applications.**
   - Both can be found in GrantSolutions (look at grant history).
   - Your 2016 application is the last application your program submitted during a similar process anticipated for 2023.
   - Your 2022 application is the latest application that your program submitted.
   - Note similarities and differences in questions asked and changes in your program plan over the years.
   - Also review 2016 and 2022 application feedback (review summaries), if available (look in grant notes).

What to do NOW to prepare for the 2023 Application Process

5. **Plan to attend training opportunities offered by DDTP, DGM, your ADC.**
   - Upcoming Trainings offered by DDTP will be available on the [SDPI Training webpage](#).
   - DGM offers trainings and resources on their [policy training tools webpage](#).
     - DGM may also be special guest presenters on upcoming DDTP Trainings – stay tuned!
   - Stay in touch with your [ADC](#) for any trainings they may offer.

Effective Beginning April 4, 2022 Unique Entity ID (UEI)

- The Office of Management and Budget (OMB) will be replacing the DUNS number with another unique identifier. This mandated change is scheduled to occur on April 4, 2022.
  - This change simplifies the process of registering your organization to do business with the federal government.
    - Entities will be assigned an identifier during registration or can request one at SAM.gov without needing to register.
    - **You will not need to go to a third party to obtain an identifier or to get help.**

- To get more information about this change, such as what it will look like and how it will impact SDPI grantees, please view the recorded informational online session titled, "New Unique Entity ID (SAM)"—dated November 18, 2021 and/or January 12, 2022.
  - This session can be accessed at: https:/www.cfo.gov/financial-assistance/resources/innovation-exchanges.html.

Coming Attractions (Spring 2022): NOFO and Application

When the SDPI NOFO Becomes Available (Spring 2022)

- Carefully read through the NOFO.
  - The NOFO will provide a description of the project and the entities that are eligible to apply.
  - The objective review criteria will also be provided.
- **Note the application due date.**
  - Plan to submit your application *early* (at least several weeks before the application due date).
    - If you submit early, your organization will have a chance to rectify problems/errors (as long as this is done by the due date).
- DDTP, DGM, and ADCs will provide training and technical assistance both before and after the NOFO is released.
  - *But won't be able to assist with writing individual applications.*

When the Application Becomes Available (Spring 2022)

- Access **the** **application** from Grants.gov.

- **Note the application due date.**
  - Plan to submit your application early (at least several weeks before the application due date).
    - If you submit early, your organization will have a chance to rectify problems/errors (as long as this is done by the due date).

- Additional application information will available on the SDPI Application/Reports webpage.

- DDTP will send out an email when the application becomes available.

ORC Application Reviewers Will Be Needed!

- ORC application reviewers will be needed this fall, after the applications are due.

- It's important to have SDPI grantees involved in the ORC process!
  - For the last SDPI application process for 2016, most reviewers were SDPI grantee staff.
  - **Consider getting involved in this year's ORC process as an application reviewer!**

- DDTP will send out an email when information is available about signing up to be an ORC reviewer.

Resources

- [SDPI website](#)
  - Check often for grant updates and upcoming webinars
  - [SDPI Training webpage](#)
- [Grants.gov Website](#)
  - Registration Information, application process resources
  - Steps to [register your organization](#)
- [Division of Grants Management](#)
  - [policy training tools webpage](#)

Stay in Touch

- SDPI Grantee email list
  - **S**end a request to be added to sdpi@ihs.gov
  - Emails will provide latest updates, webinars, and resources
- [ADC Directory](#)
  - Stay in touch with your ADC for guidance and local training opportunities/resources
- [Division of Grants Management/Grants Management Specialist](#)
  - May provide further guidance on the application process

Its Data Season!

SDPI Outcomes System (SOS)

- 2021 Final Data due date: 1/31/2022
- 2022 Baseline Data due date: 2/28/2022
  - Resources
    - Recorded webinar on SOS Training webpage
    - Checklists on SOS General Information webpage

Annual Diabetes Audit 2022

- **Key dates** (anticipated)
  - WebAudit open: 2/1/2022
  - RPMS/DMS patch release: 2/1/2022
  - Due date: 3/15/2022
- **Orientation Webinar**
  - 2/2/2022 @ 3pm EST
  - 90-minutes
  - Methods, resources, changes for 2022, WebAudit introduction
  - Will be recorded for future viewing

Contact Info: DGM

- IHS Division of Grants Management
  - Website: www.ihs.gov/dgm
  - Main line: 301-443-0243

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