



SDPI 2021 Funding Update and Supplemental Opportunity

SDPI FY 2021 Update

Now that SDPI has been fully funded at the usual \$150 million for FY 2021, the IHS Division of Grants Management (DGM) is working to amend the Notices of Grant Award (NoAs) to authorize all grants at 100% of their annual grant amounts (inclusive of any offsets).

Opportunity to Request Supplemental Funds

- The offsets implemented in FY 2020 and FY 2021 have resulted in funds that can now be used for other SDPI activities.
- SDPI grantees may submit requests in the current grant year for supplements of up to 25% of their annual grant amounts (maximum of \$250,000).
- These one-time funds can be used for existing or new activities in the SDPI 2021 budget period, so long as they are consistent with each grant's approved scope of work.

Opportunity to Request Supplemental Funds

To request a grant supplement, grantees will need to submit the following into GrantSolutions as an “Amendment Request”.

1. A letter addressed to the Grants Management Specialist (GMS) assigned to the grant (found in the NoA Terms & Conditions section) requesting the supplemental funds, including the amount requested and a brief description of the purpose. This letter should be signed by the Authorizing Official on your latest NoA and the Business Official (determined by the grantee, but typically the financial officer).
2. A budget and budget narrative covering your entire FY 2021 budget plus the supplement (similar in format to what you submitted for your SDPI FY 2021 continuation application).

See [instructions from DGM](#) for detailed steps.

Opportunity to Request Supplemental Funds

- It is hoped that many grantees will take advantage of this opportunity to request supplemental funds that will augment their current SDPI services.
- Please note that requests for supplements will be reviewed by DGM and either approved or denied for substantive reasons (e.g., grant received an offset this year or otherwise has a large unobligated balance, request would require a change in the approved grant scope of work, grant is under performance-related restrictions).
- **Supplement requests can be submitted starting April 15, 2021, and it is requested that they be submitted by June 15, 2021. For questions, please contact your [GMS](#).**



Special Diabetes Program for Indians (SDPI)

PIE* and SDPI

* Program Planning, Implementation, and Evaluation

IHS Division of Diabetes Treatment and Prevention

3/30/2021

Abbreviations

- AI/AN = American Indian/Alaska Native
- ADC = Area Diabetes Consultant
- AOR = Authorized Organization Representative
- 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
- DUNS = Data Universal Numbering System
- 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
- UIO = Urban Indian Organization



What do these activities have in common?



PIE!





Objectives

1. Describe the steps in program planning, implementation, and evaluation (PIE).
2. Understand how PIE concepts apply to SDPI.
3. Identify resources and data sources that can be used for PIE for SDPI.



A few caveats

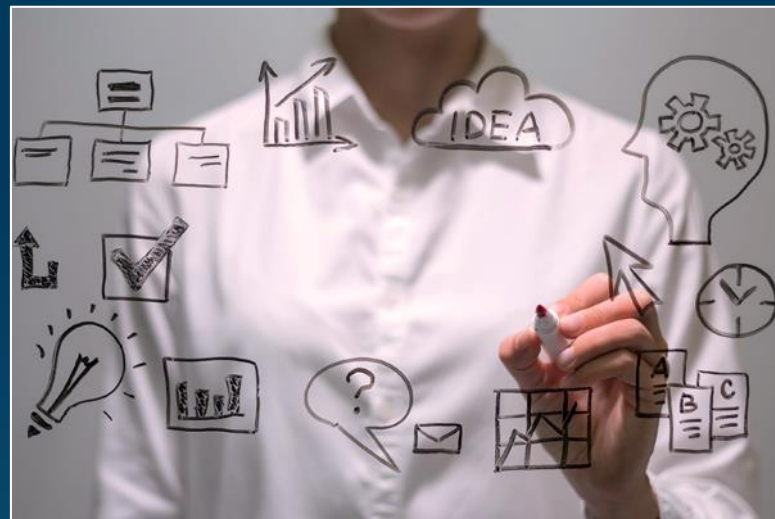
1. This presentation was prepared using 2019 - 2021 materials, including the SDPI Project Narrative and outcomes.
2. Application materials for 2022 are not yet available. We do not anticipate any changes to the SDPI Best Practices for 2022.



Planning

Identify:

- Needs in your community or clinic
- Resources available to address these needs



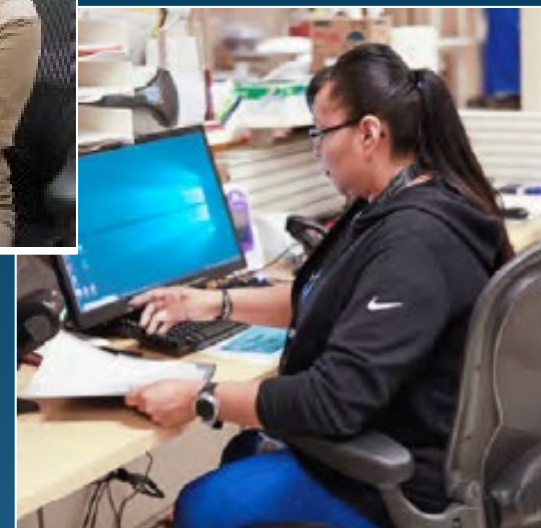
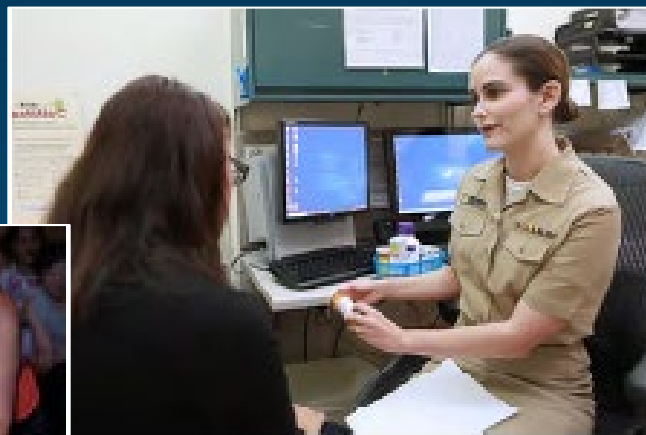
Decide:

- What need(s) you will address and how
- Who your program will serve
- How you will collect information (data)



Implementation

- Provide services and/or activities according to your plan
- Collect data





Evaluation

Use your data to determine if:

- You have been able to do what you planned
- What you did resulted in improvement
- You need to make changes to your plan



IHS Special Diabetes Program for Indians SDPI Outcomes System Grantee: Demo

RKM Data Summary Report for 2019

Best Practice: Foot Exam

Required Key Measure: Number and percent of individuals in your Target Group who receive a comprehensive foot exam.*
*A foot exam includes assessment of sensation and vascular status.

Target Group Information:

Guidance: Adults and/or youth with diabetes

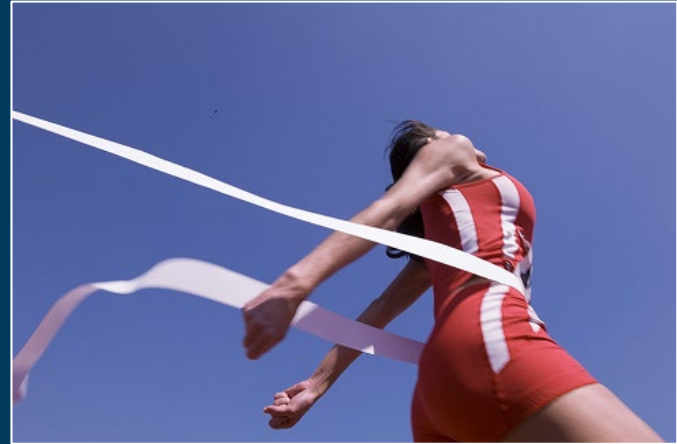
Number of Members: 401

Description: All patients diagnosed with diabetes who utilize the Demo Health Center and are active in the Demo Diabetes Program.

Numerator (Number of individuals in your Target Group who achieved the RKM)	Denominator (Number of individuals in your Target Group)	Percent (Calculated)	Change from Baseline	Date Submitted	Submitted By	Source
311	381 <i>This number is different from the number in your Target Group.</i>	83%	52% [Increase]	02/13/2020 FINAL DATA	jdoe	WebAudit: Demo HC -2019 Interim -
123	401	31%	N/A	03/01/2019 BASELINE DATA	jdoe	WebAudit: Demo HC -2019 Annual



Why is PIE so important?

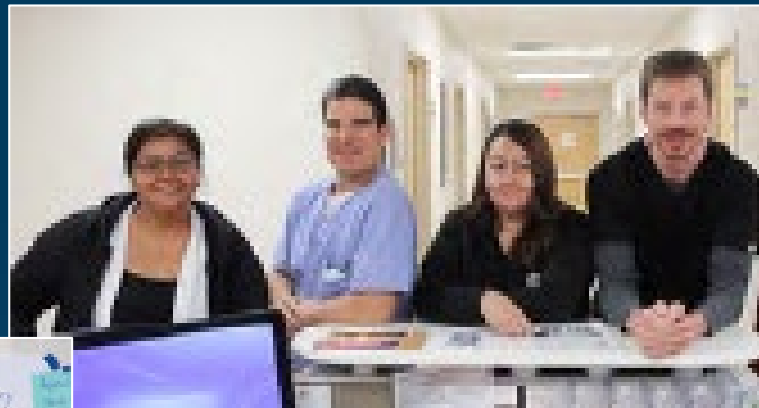


A carefully developed plan that considers both implementation and evaluation can help your program:

- Address needs that are a priority for your community
- Make realistic decisions about what to do and with whom
- Promote teamwork, engagement, and commitment
- Collect good information about what you accomplish
- Provide feedback for ongoing improvement

Key People

- Leadership
- Program Coordinator
- SDPI team
- Stakeholders



Planning



For SDPI

Project Narrative = Planning tool

Program Name:

**Indian Health Service
Special Diabetes Program for Indians
2021 Continuation Application Project Narrative**

Instructions

- Retrieve** and review the following documents:
 - Your program's 2020 application, including the completed Project Narrative.
 - Your program's 2020 Notice of (Grant) Award.
 - Your local clinic's 2019 and 2020 Diabetes Care and Outcomes Audit Reports.
 - Your program's 2020 SDPI Outcomes System (SOS) Required Key Measure (RKM) Data Summary Report.
- Download** a copy of this Project Narrative template to your desktop before entering information.
- Ensure [Adobe Acrobat Reader](#)¹ is used to complete this Project Narrative.
- Complete** ALL pertinent items in this Project Narrative electronically (do **not** handwrite) by selecting a response from a list or typing the requested information.
- Review** your completed Project Narrative to ensure that all required items – outlined in red – are filled in.
- Submit** your completed Project Narrative into your Grantsolutions.gov application using the "IHS Division of Diabetes Project Narrative" Enclosure or in Grantsolutions as a grant note if submitting after the application due date. Browse to and upload the original completed Project Narrative; do not merge with other documents or submit a scanned copy of a printed document.

Additional Information

- Form fields.** Free text fields are not limited to the space you see on the form. Additional text that you enter can be seen by clicking on the plus sign in the lower right-hand corner of the field.
- Grantees with subgrantees** must submit a separate Project Narrative for the primary and each subgrantee.
- Commonly used abbreviations.** Below is a list of commonly used abbreviations that may be found and/or can be used throughout this Project Narrative. Any other abbreviation you use should be spelled out and explained the first time they are used.
 - ADC = Area Diabetes Consultant
 - IHS = Indian Health Service
 - I/T/U = Indian/Tribal/Urban
 - NoA/NGA = Notice of (Grant) Award
 - PDF = Portable Document Format (access using Adobe Acrobat Reader or Pro)
 - SDPI = Special Diabetes Program for Indians
 - SOS = SDPI Outcomes System
 - RKM = Required Key Measure
 - RPMS = Resource and Patient Management System
- Contact your [Area Diabetes Consultant](#)² or the SDPI team (sdpi@ihs.gov) if you have any questions or problems.

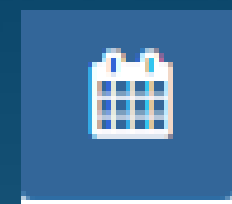


1

Identify Needs



Input from stakeholders
– community, clinical,
tribal leaders



Needs assessment webinar
for SDPI grantees – 4/20/21

Diabetes Audit

Exams			
Foot exam - comprehensive	338	630	54%
Eye exam - dilated or retinal imaging	265	630	42%
Dental exam	225	630	36%



2

Identify Resources

Community



SDPI



Clinical



Supplies





3

Decide What Need Will Be Addressed and How

SDPI Diabetes Best Practices

- [Aspirin or Other Antiplatelet Therapy in Cardiovascular Disease](#)
- [Blood Pressure Control](#)
- [Chronic Kidney Disease Screening and Monitoring](#)
- [Dental Exam](#)
- [Depression Screening](#)
- [Diabetes-related Education](#)
- [Eye Exam – Retinopathy Screening](#)
- [Foot Exam](#)
- [Glycemic Control](#)
- [Hepatitis C Screening](#)
- [Immunizations: Hepatitis B](#)
- [Immunizations: Influenza](#)
- [Immunizations: Pneumococcal](#)



Diabetes Information for You and Your Family Keeping Your Feet Healthy

to take care of ourselves depend on them daily. e them to walk familiar : in traditions, such as

dances and ceremonies. For people with diabetes, controlling blood sugars is important to keep feet healthy. Here are three things you can do to take care of your feet:

- 1. Check your feet every day.**
 - Look at your feet for cuts, sores, red or swollen areas, and blisters.
 - Check for infected or ingrown toenails.
 - If you need help checking your feet, use a mirror or ask a family member to help you.
- 2. Get help if you find a foot problem.**
 - If you find any problems during your daily foot checks, contact your health care team right away.
 - Getting help early can keep small problems from becoming bigger problems.
- 3. Quit using commercial tobacco or never start.**
 - Tobacco use reduces blood flow to your feet.
 - Ask your health care team about things you can do to quit using commercial tobacco.
 - Call 1-800-QUIT-NOW (1-800-784-8669) for free help.
 - Avoid being around others who are smoking, including in the car.



Check your feet every day.
Donna Cardoza, Santo Domingo Pueblo, NM

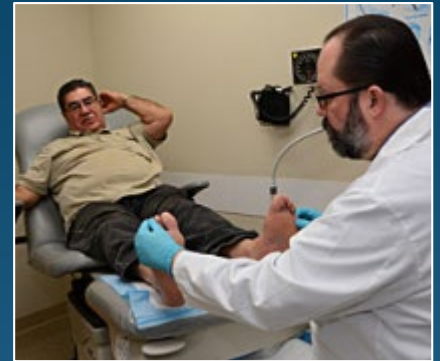
At each clinic visit, take off your shoes and socks.

- Ask a member of your health care team to:
- Check your feet.
 - Show you how to care for your feet.
 - Trim your toenails or take care of corns and calluses, if needed.
 - Suggest special shoes or inserts to help protect your feet.

What are other ways you can keep your feet healthy?

Wear shoes indoors and outdoors. Do not go barefoot.

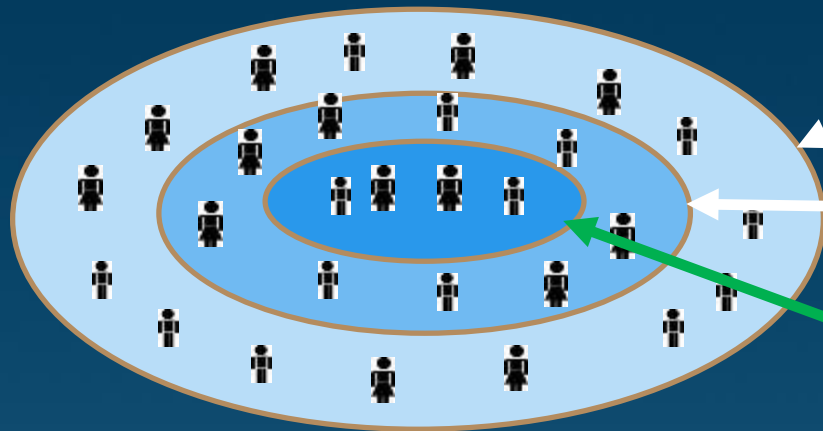
- Wear comfortable shoes that fit well and protect your feet.
- Shoes should have round toes and low heels.





4

Decide Who Your Program Will Serve



1) People with diabetes

2) People with diabetes age 50+

3) Target Group: People with diabetes aged 50+ who did not have a foot exam last year



5

Required Key Measure (RKM)

Decide How You Will Collect Data

Spreadsheet

	A	B	C	D	E	F	G	H
	NameLast	NameFirst	PARTICIPANT IDENTIFIER	MONTH OF BIRTH	YEAR OF BIRTH	GENDER	DateAttended	
1	Joe	1001	4	2003	1 MALE	1/15/2017		
2	Smith	John	1002	2	2011	1 MALE	1/15/2017	
3	Smith	Joan	1003	10	2010	2 FEMALE	1/25/2017	
4	Brown	Mike	1004	7	2008	1 MALE	1/25/2017	
5	Jones	Susan	1005	10	2011	2 FEMALE	2/3/2017	
6	Jones	Brenda	1006	8	2007	2 FEMALE	2/3/2017	

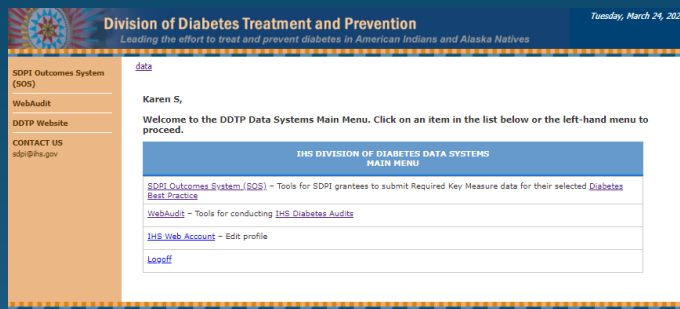
EHR



Others

- Paper and pen
- Local database

SDPI Outcomes System (SOS)



Implementation





1

Review

Review your plan with the entire team before getting started.

SDPI Project Narrative - Best Practice: Which one did your program choose and why?

Section 2: Best Practice, Target Group number and description, and Activities for 2021

F2.1 SDPI Diabetes Best Practice selected:

Foot Exam

a. Briefly describe why you selected this Best Practice.

Based on review of our Diabetes Audit, less than 25% of our diabetes patients received a foot exam in the past year. We hope to reduce the risk of amputations by increasing regular foot exams.



2

Implement

Implement your activities/services.
Follow your plan!

b. Is this is a different Best Practice than the one your program selected for 2020?

Yes

F2.2 **Required Key Measure (RKM):** Review the [summary table](#)⁵. Enter the RKM for your selected Best Practice as it appears in the table.

Number and percent of individuals in your Target Group who receive a comprehensive foot exam.*

*A foot exam includes assessment of sensation and vascular status.

F2.3 **Proposed Activities/Services:** What activity(ies)/service(s) do you propose to implement in 2021 that would improve the RKM for your program's Best Practice? List each major activity/service planned and provide a brief description. If there are more than ten activities, provide this information in [Part H, Other Information](#) of this Project Narrative.

a. Major Activities (List each activity/service planned and provide a brief description)	b. Timeframe (When will this activity be implemented?)
1. Provide foot care training to clinic staff.	Q1 of 2021
2. Provide foot care education to diabetes patients annually.	2021

SDPI Project Narrative - Proposed Activities/Services:
What activity(ies)/service(s) do you propose to implement in 2022 that would improve the RKM for your program's Best Practice?



3

Collect Data

Using the method in your plan. Options include:

- EHR (RPMS or other)
- Local system (spreadsheet or database)
- Pen and paper





4

Review

Review progress on a regular basis.

Are you able to do the things you planned?



Do your data show improvement?



Percent (Calculated)	Change from Baseline
7%	-36% [Decrease]

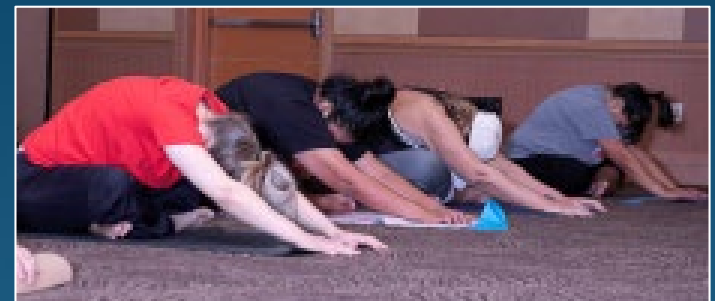


5

Adjust

Make adjustments to your plan to address challenges.

If you are not seeing improvement in your results, work with your team to understand why and make changes in what you are doing.




Evaluation



For SDPI

SDPI Outcomes System (SOS) = Evaluation tools for Best Practice



Division of Diabetes Treatment and Prevention
Leading the effort to treat and prevent diabetes in American Indians and Alaska Natives

Tuesday, March 24, 2020

SDPI Outcomes System (SOS)

WebAudit

DDTP Website

CONTACT US
sdpi@ihs.gov

[data](#)

Karen S,

Welcome to the DDTP Data Systems Main Menu. Click on an item in the list below or the left-hand menu to proceed.

**IHS DIVISION OF DIABETES DATA SYSTEMS
MAIN MENU**

[SDPI Outcomes System \(SOS\)](#) – Tools for SDPI grantees to submit Required Key Measure data for the [Best Practice](#)

[WebAudit](#) – Tools for conducting [IHS Diabetes Audits](#)

[IHS Web Account](#) – Edit profile

[Logout](#)

IHS Special Diabetes Program for Indians SDPI Outcomes System Grantee: Demo RKM Data Summary Report for 2019

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123	401	31%	N/A	03/01/2019 BASELINE DATA	jdoe	WebAudit: Demo HC -2019 Annual



Why Evaluate?

To determine if:

- You did what you planned to do
- What you did resulted in improvement
- There are areas that still need improvement





1

Collect Data

Using the method in your plan. Options include:

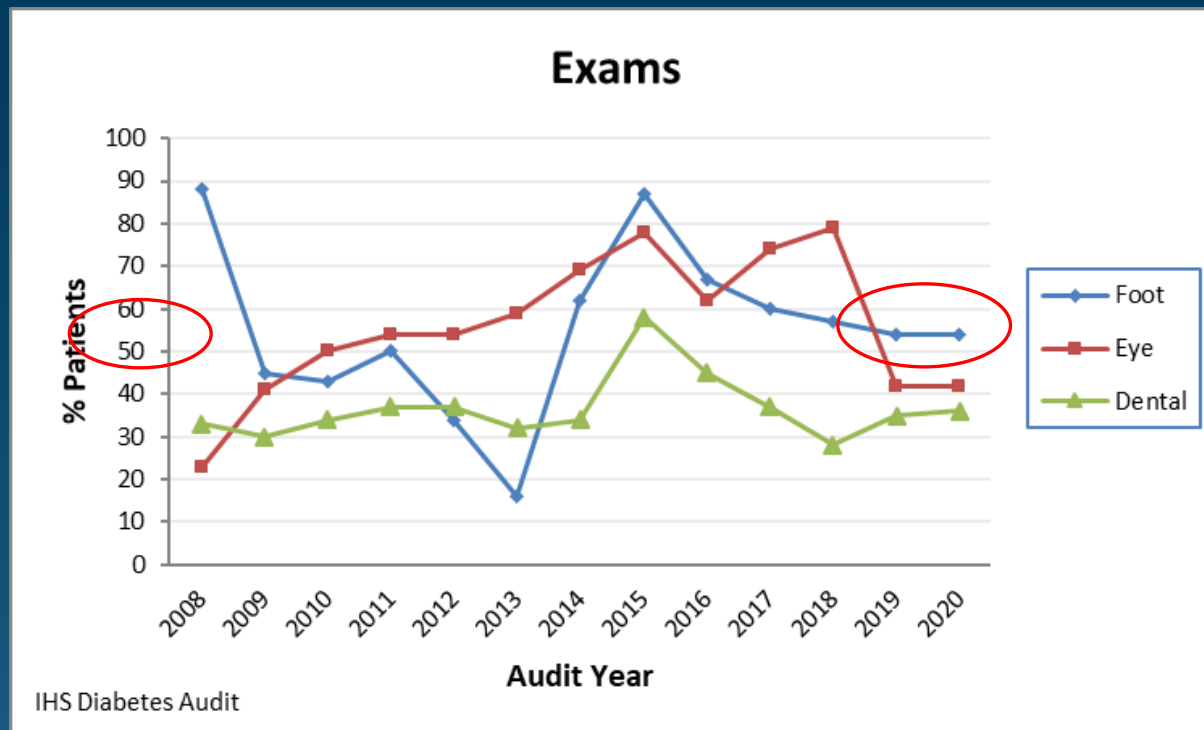
- EHR (RPMS or other)
- Local system (spreadsheet or database)
- Pen and paper





2

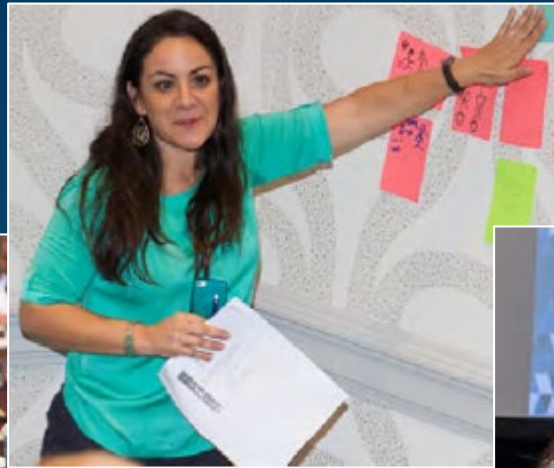
Review Your Data and Results Regularly





3

Share Results With Your Stakeholders





When to Collect Data and Review Results



Common Challenges

- Competing priorities
- Limited resources
- Communication



Possible Solutions for Common Challenges

Competing priorities

- ✓ Plan ahead as much as possible.
- ✓ Be aware of required activities and their due dates.

Limited resources

- ✓ Be realistic about what your program can do, how many people you can serve, and what data you can collect.
- ✓ Be creative about finding existing resources in your clinic or community.
- ✓ Look for additional resources outside of your community, such as other grants and awards.

Possible Solutions for Common Challenges

Communication

- ✓ Share program information, including your SDPI Project Narrative and Audit Reports, with all team members.
- ✓ Have at least one backup person that can access local data.
- ✓ Provide new team members with an orientation to your program.
- ✓ Hold regular, brief, focused team meetings.
- ✓ Share information about your program with stakeholders, including Tribal leaders.

Resources

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

What to do NOW to prepare for the Competitive Application Process

- Items to check with your organization's grant/financial office NOW:
 1. **DUNS Registration:** Ensure your organization's DUNS registration is current.
 2. **SAM.gov:** Ensure your organization's SAM.gov is current.
 3. **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.
 4. **Grants.gov:** Ensure your organization is registered in Grants.gov.
- All current grantees had these 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 2022 application process!

Stay in Touch

- SDPI Grantee email list
 - send 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 competitive application process.