

SDPI – Commonly Used Abbreviations

- ADC = Area Diabetes Consultant
- Diabetes Audit = IHS Diabetes Care and Outcomes Audit
- Best Practice = SDPI Diabetes Best Practice
- DDTP = IHS Division of Diabetes Treatment and Prevention
- DGM = IHS Division of Grants Management
- GMS = Grants Management Specialist
- NoA = Notice of Award
- RKM = Required Key Measure
- SDPI = Special Diabetes Program for Indians
- SOS = SDPI Outcomes System

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Special Diabetes Program for Indians (SDPI)

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SDPI Community-Directed Grant Program

About

SDPI Outcomes System (SOS)

Report to Congress

SDPI Toolkits

Audit/SOS Login

Fact Sheets and Publications

Grantee Resources

Special Diabetes Program for Indians (SDPI)

⚠️ Coronavirus/COVID-19

IHS Coronavirus (COVID-19) [Website](#)

[IHS COVID-19 Resource](#) webpage COVID-19 Patient Education Resources:

- [What Tribal Members need to know about COVID-19](#) [PDF - 213 KB]
- [How to Prevent the Spread of Coronavirus \(COVID-19\) in the Home](#) [PDF - 2 MB]
- [Elder Mental Health During COVID-19](#) [PDF - 3 MB]
- [Tips for Elders and Their Caregivers](#) [PDF - 376 KB]

Centers for Disease Control and Prevention (CDC) COVID-19 [Website](#)

- [For Healthcare Professionals](#) 
- [For Patients](#) 

COVID-19 and Diabetes

- **People with diabetes who are infected with the coronavirus are more likely to develop (COVID-19) and complications.**

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In response to the diabetes epidemic among American Indians and Alaska Natives, Congress established the SDPI grant programs in 1997. This \$150 million annual grant program, coordinated by [IHS Division of Diabetes](#) with guidance from the [Tribal Leaders Diabetes Committee](#), provides funds for diabetes treatment and prevention to IHS, Tribal, and Urban Indian health programs across the United States.

Thursday, May 28, 2020

SDPI Updates

Great news! [Decrease in diabetes prevalence in AI/AN adults](#) [PDF] [↗](#)

The prevalence of diabetes in American Indian/Alaska Native (AI/AN) adults has decreased significantly. Free full text article: [Prevalence of diagnosed diabetes in American Indian and Alaska Native adults, 2006–2017](#). [PDF] [↗](#)



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I'm looking for...



Upcoming Events



[SDPI Required Webinar](#)

June 2nd @ 3pm EDT

2021 Continuation Application Kickoff

[Upcoming Live CME/CE Education](#)

June 24th @ 3 pm EDT



SDPI 2021 Continuation Application Kickoff

IHS Division of Diabetes Treatment and Prevention

June 2, 2020

What this webinar will cover

1. DDTP/SDPI updates
2. Due date
3. How much to apply for
4. Preparing the application, including: Best Practices, Diabetes Audit, SOS, Project Narrative
5. Submitting the application
6. Screening and Review of applications
7. Questions
8. (If time allows) Demonstrations for retrieving required reports:
 - SOS RKM Data Summary Report for 2020
 - Annual Diabetes Audit Reports for 2019 and 2020

4/30/2020 Email: SDPI switched to continuation application process for 2021.



Dear SDPI Grantees:

As you know, the current SDPI 5-year grant cycle (2016-2020) was scheduled to conclude at the end of this year, making a new competitive application process necessary for 2021. However, with all of the demands related to the COVID-19 pandemic that will continue through the coming months, we know this would be a difficult time to have a competitive application process.

As such, IHS requested and the Department of Health and Human Services has just granted an exception to allow 2021 to be added as a 6th year to the current SDPI grant cycle (now 2016-2021). This means:

- **We will switch to a continuation application process for FY 2021,** which will be less demanding than a competitive process.

We will let you know as soon as the SDPI 2021 continuation application is available. As always, the IHS Division of Diabetes will provide training and resources to assist with the application process, and the IHS Division of Grants Management and your Area Diabetes Consultants will be available to help as well.

5/21/2020 Email: 2021 SDPI application materials available.



Indian Health Service
Division of Diabetes
Treatment and Prevention

Dear SDPI Grantees:

We know these are challenging times for everyone, which is why we're glad to be able to provide you with further updates and good news regarding the SDPI 2021 application process. **As we recently announced, IHS received permission to add 2021 as a 6th year to the current SDPI grant cycle—this allows us to use a continuation application process which will be less demanding than a competitive process would have been.**

In addition, we have been working with the IHS Division of Grants Management to ensure that you all have as much time as possible to submit the SDPI 2021 application. Details are provide below.

Application Materials

- Programmatic instructions and templates are available now on the SDPI website: <https://www.ihs.gov/sdpi/sdpi-community-directed/application-reports/>
- The application kit will be available in GrantSolutions very soon.

Application Due Date

Due Date

SDPI FY 2020 Application Due Date

Due to the demands of the COVID-19 pandemic, there are two options for submitting the SDPI continuation application for 2021.

- 1. Option 1 – Submit all documents and forms by September 2, 2020 via GrantSolutions.**
- 2. Option 2 – Submit in two parts:**
 - **By September 2, 2020:** Submit the SF-424 and a statement of continuation via GrantSolutions.
::AND::
 - **By December 15, 2020:** Submit the remaining application documents in GrantSolutions as a grant note.

You may submit your program's continuation application documents as soon as they are completed, even if that's earlier than the dates noted above.

Option 2: About Brief Written Statement

A brief written statement, in a standard electronic format (e.g. Word or PDF) certifying that you are in a position to:

- a) Continue, resume or restore the project activities. Some grantees were able to continue operations without interruption. Others had to curtail or shut down their project temporarily. In this part of the statement, we ask that you certify that you will be able to continue ongoing activities, or resume activities once conditions permit.
- b) Accept a planned continuation award. This means that you state you accept the continuation award, and understand that you will continue to be bound by the terms and conditions of the award currently in place.

This statement is not intended to be a long discourse or a complicated document. A couple of paragraphs covering the requested items is all that is needed.

Option 2: Budget and Cost Principles

- **Budget:** Until a full budget can be submitted, you will be operating under your 2020 budget, prior to any carryover you added in 2020.
- **Cost Principles:** You are obligated to follow the standard cost principles, including allowability. Any expenditures deemed unallowable will be your responsibility. As always, questions should be directed as follows:
 - Programmatic questions should be directed to your Area Diabetes Consultant.
 - Grants questions should be directed to your Grants Management Specialist.
 - System questions can be directed to Paul Gettys, at Paul.Gettys@ihs.gov.

Application Due Date (Cont'd)

- Neither DDTP, nor DGM, can grant approval for submission of an application past the set due date.
 - Grants policy does not allow for approval to be granted for requests for late submissions of required reporting (e.g., continuation applications, annual progress reports).
 - If you foresee that your application is going to be submitted late, contact your GMS as soon as possible and provide a timeline for submission and an explanation.
- If you submit past the due date, it does not necessarily mean that some action will be taken against your grant, but it would be documented by DGM in case it is part of a pattern of grant noncompliance.

How much to apply for

Funding for 2021

- Grantees should apply for the same amount of funding that was applied for in 2020.
- The proposed budget and Budget Narrative should be based on this amount.
- If you have any further questions, contact your [Grants Management Specialist](#).

Preparing the Continuation Application



Application Materials

- On the [SDPI 2021 Continuation Application](#) webpage
 - Instructions
 - Templates and Standard Forms
 - Trainings
 - Checklists (coming soon)
- In [GrantSolutions](#)
 - Application Kit

SDPI Diabetes Best Practice Requirement

- Applicants must select one Best Practice for 2021.
 - **May select a different Best Practice and/or Target Group from 2020.**
 - Applicants may propose using some of their SDPI funds for diabetes-related activities outside of their selected Best Practice.
- Emphasis is on providing data to show that improvements are being made.
 - RKM data are tied to the Diabetes Audit.
 - RKM data will be collected for the selected Target Group.
 - RKM data must be submitted using the SDPI Outcomes System (SOS).
- The SOS can only accept data for one Best Practice.

Selecting a Diabetes Best Practice

For the 2021 application, grantees may propose to:

1. Continue work on the same Best Practice selected in their 2020 funding application. This could include:
 - Continuing 2020 activities or proposing new ones.
 - Continuing with the same Target Group or proposing a new one.

OR

1. Select a different Best Practice with an appropriate Target Group that may be different than the Target Group for 2020.

Diabetes Audit Requirements

- SDPI grantees are expected to participate in and/or be aware of the results from the Annual Diabetes Audit for their local facility.
- Grantees are required to submit a copy of their Annual Diabetes Audit Reports for 2019 and 2020 as part of their continuation application.
 - For most grantees, Diabetes Audit Reports can be obtained via the WebAudit either directly or by requesting the reports from their local facility or ADC.
- In addition, grantees must review and report on results from the Annual Diabetes Audit Reports in their Project Narrative (Part B).

Diabetes Audit Waivers

- A very small number of grantees were given waivers, exempting them from participation in the 2020 Annual Diabetes Audit.
 - Waivers were sent via email to key contacts and uploaded as a grant note in GrantSolutions.
- Grantees that received waivers should:
 - Submit a copy of the waiver in lieu of the Diabetes Audit Reports.
 - Follow the alternative instructions in Part B of the Project Narrative.
- If you have any questions, contact your ADC.

SOS Requirements

- 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](#).
- At minimum, an SOS RKM Data Summary Report providing the 2020 baseline RKM result must be submitted for the 2021 continuation application.
 - If a Baseline RKM result was not submitted, this report will not be available. Submit this result into SOS as soon as possible
 - If submitted, optional mid-year and other results will also be on the report.

2021 Project Narrative

Tips for preparing a successful (and complete) Project Narrative:

- Download (Save) a copy of the Project Narrative template to your computer.
- Ensure that all contributors are using 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.

Submitting the Application

Submitting Your Application into GrantSolutions

1. Log into [GrantSolutions](#).
2. Click on "Apply for Non Competing Award"; this link will be available under "My Grants List".
 - “Edit” and “Delete” buttons will show if 2021 application kit has been previously accessed.
3. For each enclosure in the application kit **that pertains to the option you choose**, complete the online form or upload the specified file attachment.
 - List of forms/documents to be submitted will be available in 2021 Continuation Application Checklist.
4. Once forms and uploads are complete, Verify, then submit your application using the buttons and prompts provided on the GrantSolutions screen.

Submitting Your Application into GrantSolutions - Resource

DGM provides a demonstration of all GrantSolutions functions available to grantees, including application submission, on the second Thursday of each month at the following times:

- 10am – 11:30am ET
9am CT / 8am MT / 7am PT / 6am AKT
- 1pm – 2:30pm ET
12pm CT / 11am MT / 10am PT / 9am AKT

For questions and to register, contact [Paul Gettys](#). Due to the impact of COVID-19, DGM requires that you submit your registration request a week in advance.

Last training opportunity before the application due date will be **August 13, 2020**

Review of Applications

Application Screening

- All applications will be screened for adherence to the instructions and submission of all required documents.
- Applicants that do not submit all required documents in the correct format may be contacted to provide the missing or amended documentation.
- Grantees may also be notified of missing documents and reports as a Special Grant Condition on their 2021 Notice of Award.

Application Review

Applications that pass screening will then be reviewed by the Program Officer or their designee. Applications will be reviewed and either approved or approved with restrictions. Continuation Application approval is dependent on:

1. Compliance with Terms and Conditions outlined in the 2020 Notice of Award
2. Satisfactory business (fiscal) review
3. Satisfactory programmatic review of the 2021 application, including:
 - a. Completeness of information using the correct Project Narrative document.
 - b. Documented baseline data from the SOS.
 - c. Documented plan for continued work and evaluation in 2021.

Application Review (cont'd)

- Grantees with applications that are approved with restrictions will have Special Grant Condition(s) placed on their 2021 Notice of Award.
- Special Grant Conditions are notes added onto the Notice of Award that describe missing documentation or revisions needed.
- Some Special Grant Conditions may also place funding restrictions until specified documents or revisions are submitted and approved.

Recap: Application Resources

- [SDPI Application webpage](#): Instructions, templates, checklist, webinar access, and recordings.
- [GrantSolutions.gov](#) – Web-based system where application will be submitted.
- [DGM website](#) – policies, forms, GrantSolutions webinars.
- Connect with a human
 - [ADC Directory](#) – detailed or program-specific questions, program plan
 - DDTP – SDPI Team (sdpi@ihs.gov) for questions on SOS, Project Narrative. WebAudit Team (diabetesaudit@ihs.gov) for questions on Annual Diabetes Audit Reports.
 - [Grants Management Specialist](#) – budget narrative, forms, GrantSolutions.

Contact Info: DGM

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

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

IHS Area	GMS	GMS Email	GMS Phone
Albuquerque, Nashville, Navajo, Phoenix, Tucson	John Hoffman	John.hoffman@ihs.gov	301-443-2116
Great Plains, Portland, Oklahoma City	Cherron Smith	Cherron.smith@ihs.gov	301-443-2192
Alaska, Bemidji, Billings	Patience Musikikongo	Patience.musikikongo@ihs.gov	301-443-2059
California and Urban	Pallop Chareonvootitam	Pallop.chareonvootitam@ihs.gov	301-443-2195