SDPI 2025 Grant Application Kickoff

IHS Division of Diabetes Treatment and Prevention

July 25, 2024

SDPI – Commonly Used Abbreviations

- AI/AN = American Indian/Alaska Native
- 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

What this webinar will cover

1. Updates/reminders
2. 2025 Grant Application Materials
3. Due date
4. How much to apply for
5. Submitting the Grant Application
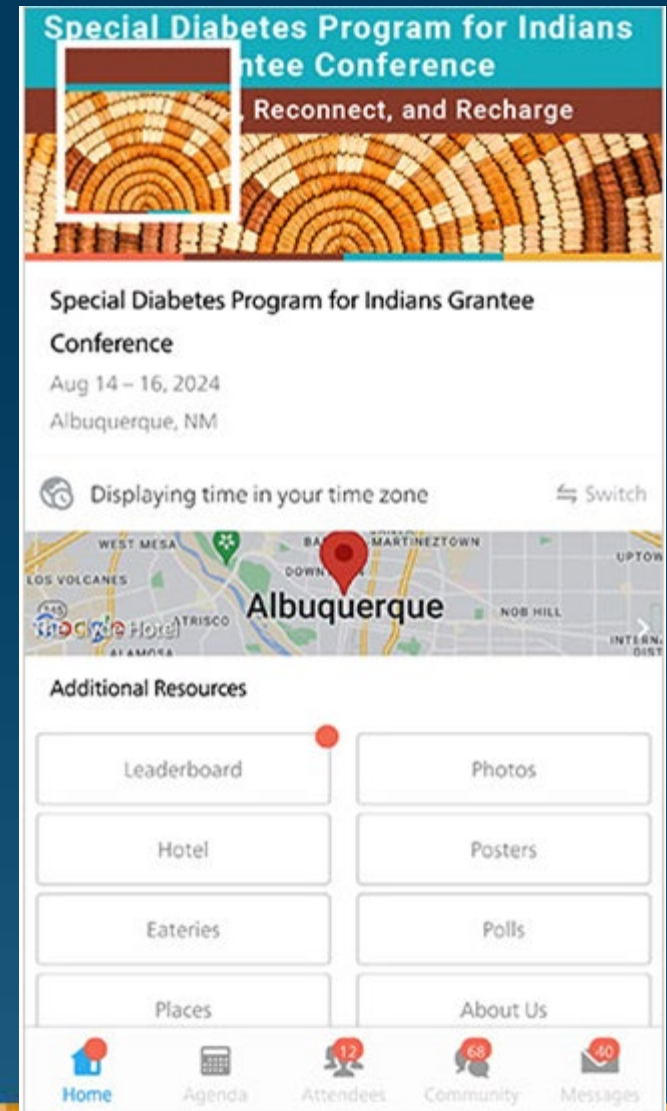6. Screening and Review
7. Questions

Updates/Reminders

Status for SDPI for 2025

- FY 2025 is the 28th year of SDPI

- SDPI funding has been authorized by Congress until December, 31, 2024 (fiscal year)

- The SDPI grants have funding until March 31, 2025 (calendar year)

  – SDPI grant recipients (302) will be funded for January, February, and March 2025 (provided no additional funding is authorized by Congress before that time).

  – SDPI-2 grant recipients (8) are fully funded for the entire CY 2025 grant year utilizing one-time, unobligated SDPI funding.

    - It is anticipated that SDPI and SDPI-2 grant recipients will receive their 2025 funding on or before December 31, 2024

SDPI Grantee Conference

Get the Whova Event App and have a more productive experience!

1. **NAVIGATE** the event agenda and logistics, even without Wi-Fi or data. Access useful information like ridesharing and local attractions through the Community Board.

2. **NETWORK** effectively. Plan whom to meet by exploring attendee profiles and sending out messages.

3. **PARTICIPATE** in event activities through session likes, comments, ratings, live polling, tweeting, and more.

7/12/2024 Email: 2025 SDPI Grant application materials available

Indian Health Service
Division of Diabetes Treatment and Prevention

Available Now!

The Special Diabetes Program for Indians (SDPI) Grant Program 2025 Continuation Application Information and Save the Date Announcements for Upcoming Webinars!

The SDPI 2025 Non-Competing Continuation Application information, including upcoming webinars and materials, are available on the SDPI Application webpage. This application is applicable to SDPI and SDPI-2 grantees.

::: Required Webinar :::

Webinar will be recorded.

Topic: **2025 Continuation Application Kickoff**
Date: **Thursday, July 25th**
Time: **3-4 ET** (2 CT / 1 MT / 12 PT / 11 AKT)

Add to Calendar

::: Optional Webinar :::

Webinar will be recorded.

Topic: **SDPI Best Practice and Target Group Overview**
Date: **Tuesday, July 30th**
Time: **3-4 ET** (2 CT / 1 MT / 12 PT / 11 AKT)

Add to Calendar

Who Should Apply?

SDPI and SDPI-2 grantees will need to complete the 2025 Non-competing Continuation Application.

- Moving forward, any information regarding SDPI reports or applications will be applicable to both.

Preparing the Grant Application

Application Materials

- On the SDPI 2025 Grant Application webpage
  - Project Narrative Template and Audit Reports guidance
  - Webinars
  - Checklist
- In GrantSolutions
  - Application kit
  - Forms
    - SF-424 and 424A
- Grantee Prepared
  - Budget Narrative
  - Indirect Cost Rate Agreement (if applicable)

2025 Project Narrative

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) 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.

SDPI Diabetes Best Practice Requirement

- Applicants must select **one** Best Practice for 2025.
  - ➢ **May select a different Best Practice and/or Target Group from 2024.**
  - ➢ 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.
  - ➢ RKMs are tied to the Diabetes Audit.
  - ➢ RKM data will be collected for the selected Target Group.
  - ➢ RKM data must be submitted using the SOS.
- The SOS can only accept data for one Best Practice.

Selecting a Diabetes Best Practice

For the 2025 application, grantees may propose to:

1. Continue work on the same Best Practice selected in their 2024 funding application. This could include:
   - ➢ Continuing 2024 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 2024.

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 2024 baseline RKM result must be submitted for the 2025 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.

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 2023 and 2024 as part of their Grant 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).

SDPI-2 Grantees and Diabetes Audit Requirements

- Considering that start year of 2024, SDPI-2 programs are only required to submit the 2024 Annual Audit Report, but can submit both 2023 and 2024 if available.
  - If you can submit both, complete B1.2a in the Project Narrative.
  - If you can only submit 2024 (or have a waiver), complete B1.2b in the Project Narrative.

Diabetes Audit Waivers

- A very small number of grantees were given waivers exempting them from participation in the 2024 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.

SF-424A

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2022

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.		$	$	$	$	$
2.						
3.						
4.						
5. Totals		$	$	$	$	$

Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 1

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Budget Narrative

- The Budget Narrative provides additional explanation to support the information provided on the SF-424A (Budget Information for Non-Construction Programs).

- SDPI Instructions provides further guidance along with a sample budget narrative.

Due Date

SDPI 2025 Application Due Date

September 2, 2024

How much to apply for

Funding for 2025

- Grantees should apply for the same amount of funding that was awarded in total for 2024 (not including supplemental requests).

- The proposed budget and Budget Narrative should be based on this amount.

- If you have any further questions, contact your Grants Management Specialist.

Submitting the Application

Submitting Your Application into GrantSolutions

Non-competing applications must be accessed and submitted using GrantSolutions.gov:

1. Log into GrantSolutions.

2. Click on "Apply for Non Competing Award"; this link will be available under "My Grants List".

3. Complete online forms and upload file attachments for each enclosure in the application kit.

4. Once forms and uploads are complete, verify, then submit your application using the buttons and prompts provided on the GrantSolutions screen.

See the Grant Recipient Support and Reference for additional information about this process.

Review of Applications

Application Screening

All grant applications will be screened for adherence to submission requirements. Grantees may be contacted to provide missing documentation or required reports. Alternatively, grantees may be notified of missing documents and reports in the Special Grant Condition section of their 2025 Notice of Award.

Application Review

The 2025 continuation application process is not competitive and applications will not be reviewed by an Objective Review Committee. Instead, the Division of Diabetes program staff or their designees will review them. Approval is dependent on:

1. Compliance with Terms and Conditions outlined in the 2024 NoA.
2. Satisfactory business (fiscal) review of the 2025 application.
3. Satisfactory programmatic review of the 2025 application, including:
    a. Completeness of information from the Project Narrative template.
    b. Submission of baseline data into the SOS.
    c. Documented plan for continued work and evaluation in 2025.

Application Review (cont'd)

- Grantees with applications that are approved with restrictions will have Special Grant Condition(s) placed on their 2025 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: Project Narrative template, checklist, webinar access, and recordings.

- GrantSolutions.gov – Web-based system where application will be submitted.

- DGM website – policies, forms, GrantSolutions Grantee Training videos.

- 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 (recent update)

- 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
Navajo, Tucson	**John Hoffman**	**John.hoffman@ihs.gov**
Albuquerque, Phoenix, Nashville	**Andrew Diggs**	**Andrew.diggs@ihs.gov**
Great Plains, Portland, Oklahoma City	**Cherron Smith**	**Cherron.smith@ihs.gov**
Alaska, Bemidji, Billings	**Patience Musikikongo**	**Patience.musikikongo@ihs.gov**
California and Urban	**Pallop Chareonvootitam**	**Pallop.chareonvootitam@ihs.gov**