

## Overview of HRSA's Electronic Handbooks for Grant Recipients - Written Q & A Summary

October 13, 2021

#		Answers
1.	When will the 2021 RSR manual be posted?	The 2021 RSR Instructional Manual will be posted on TargetHIV early November. <a href="#">Bookmark this page on TargetHIV</a> and check back soon.
2.	Where do I find a list of deadlines for submitting the RSR?	Find the RSR Submission Timeline <a href="#">here on TargetHIV</a> .
3.	Do I access my RSR Report via the HRSA's Electronic Handbooks (EHBs)?	Yes, the RSR will be completed and submitted through <a href="#">the EHBs</a> . Previously, provider-only organizations used a separate system but now access the Provider Report through the EHBs. <a href="#">This RSR In Focus</a> walks providers-only through the steps to accessing the RSR.
4.	If I have used the EHB previously, do I still have to register for an account?	If you have registered an account in the EHBs before, you do not need to register again.
5.	How do I check whether my browser meets the minimum requirements to use the EHBs?	When signing into the EHBs, click the "Browser Requirements" link to the right. Please note that the Microsoft Internet Explorer browsers will be replaced with Microsoft Edge. Some users have reported success using the Google Chrome browsers.
6.	I am experiencing issues viewing all EHB users related to a particular grant and confirming each user is receiving relevant confirmation emails. Who should I contact?	For assistance, contact the <a href="#">EHB Customer Support Center</a> .
7.	When will the DUNS number in the EHBs be replaced? What will it be replaced with?	The DUNS number will be replaced with the UEI (Unique Entity ID) by April 4, 2022. <a href="#">Check out this page</a> on the U.S. General Services Administration website that explains the transition and how to find your UEI.
8.	How soon in advance can agencies enter and submit their data for the 2021 RSR?	The Provider Report opens on February 7 <sup>th</sup> , 2022 at which point providers can enter and submit data for the 2021 RSR.  Starting November 1, 2021, agencies can use the Check Your XML feature in the RSR Web System to upload test files and view data quality checks such as the Validation Report and Upload Completeness Report. Register today for the November 3rd <a href="#">RSR Check Your XML Feature</a> webinar that will walk through how to use this feature.
9.	Will there be a new RSR crosswalk?	There are no changes to the XML schema for the 2021 RSR, so the current <a href="#">RSR Crosswalk on TargetHIV</a> is the most up to date.