

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

November 12, 2024

#	Questions	Answers
1.	I am new to my organization, and the agency is already registered on EHB. Do you recommend that I make a new account? Or use an existing login?	Every individual user should create their own EHBs account. EHBs accounts should not be shared. If you need assistance in creating an EHBs account, please contact EHBs customer support .
2.	How do I know if someone from my organization has a login already? The person handling the RSR is no longer with my agency.	EHBs customer support can check to see if someone else from your agency has an EHBs account. If the person who previously did the RSR is no longer at your agency, be sure that someone at your agency is registered with access to 'Performance Reports'.
3.	Should the 2024 RSR report already show up in our account at this point? Is the RSR manual available now expected to have additional changes before submission?	<p>The RSR report will not show up in the EHBs as it is based on when the report opens. For recipients, the RSR deliverable will be visible on Monday, December 2nd when the RSR Recipient Report opens.</p> <p>A word version of the updated RSR Instruction Manual is posted on TargetHIV on 11/13/2024; a 508 compliant pdf version will be available by the end of the month.</p>