Health Resources and Services Administration (HRSA)

Scholarships for Disadvantaged Students (SDS) Performance Report Overview

Presented To:

Grantees

July 06, 2009

Agenda

- Purpose and Goals
- Process Overview
- Prerequisites
- EHBs Notes
- Walkthrough of SDS Performance Report Forms
- Resources

Purpose and Goals

Purpose

- To provide an overview of the process for completing and submitting Scholarships for Disadvantaged Students (SDS) Performance Reports
- To visually highlight key steps and procedures in the process
- To communicate the resources available to grantees for more information
- To answer any preliminary questions regarding the process

Goals

- To understand the information requested and the steps required to complete a Performance Report for SDS
- To make grantees comfortable with the process

Process Overview

1. HRSA will make the first SDS Performance Report available in the HRSA Electronic Handbooks (EHBs) on July 01, 2009, for the reporting period ending June 30, 2009.

2. Grantees will login to the EHBs, navigate to the report, complete and submit it.

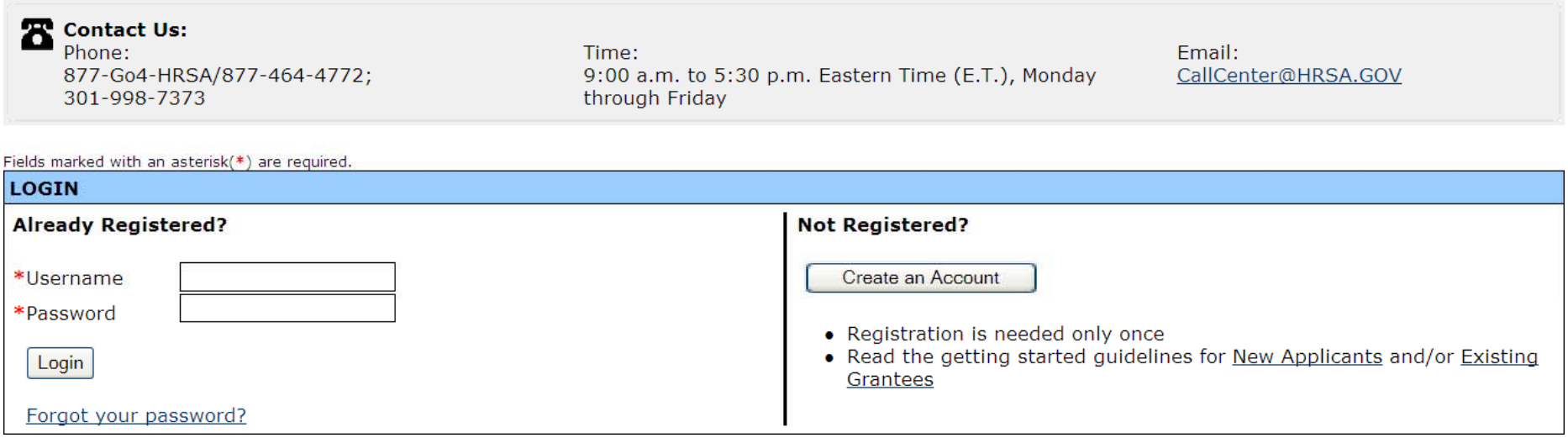
3. Completing the report is a two-step process:

    a. Complete forms

    b. Review and submit report.

Prerequisites (All Users)(1 of 2)

- All users who wish to work on SDS Performance Reports must register in the HRSA EHBs.
  - If you have registered before, you do not have to register again. Use the same username and password.
  - Contact the HRSA Call Center if you do not remember your username or password.
- Go to https://grants.hrsa.gov/webexternal/login.asp.

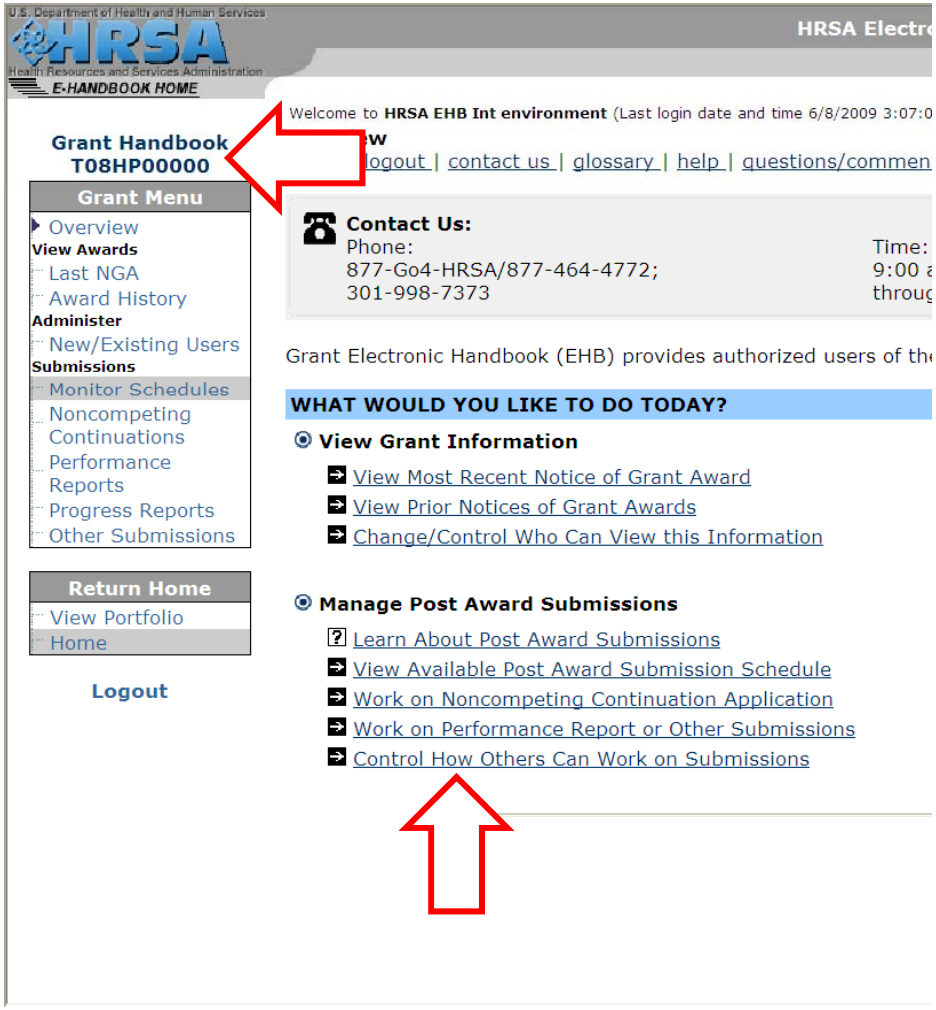


Prerequisites (All Users)(2 of 2)

- All users must add the SDS grant to their portfolio
  - You will need the grant number (from box 4b from most recent NGA).
  - If you are the Project Director, you will be given immediate access to the grant; otherwise, you will get access when the Project Director gives it to you.
- Click Add to Portfolio on the left side menu.

Prerequisites (Project Director)

- Project Director must grant users permission to view, edit or submit the SDS Performance Report
- Open the Grant Handbook for the SDS grant
- Click Control How Others Can Work on Submissions to set up permissions for other users



Access Privileges

There are three levels of access privileges for the report.

- View: Allows users to access a read-only version of the report.
- Edit: Allows users to view, enter and edit data in the report.
- Submit: Allows users to view, enter and edit data, and submit the report.

HRSA EHBs Notes

- HRSA EHBs allows you to work on your report in parts, save it online and return to complete it later
- Multiple users can work on the report at the same time
- HRSA EHBs have two views – one for data entry and one for review
  - The view for “review” appears just like the printed form
  - The view for “data entry” is set up for user-friendly data entry

Logging In

U.S. Department of Health and Human Services
HRSA
Health Resources and Services Administration
E-HANDBOOK HOME

HRSA Electronic Handbooks for Applicants/Grantee

HELP

Logon Menu
- Login
- Forgot Password
- Registration

Login

Login
home | contact us | more instructions | glossary | help | questions/comments

Contact Us:

Phone:	Time:	Email:
877-Go4-HRSA/877-464-4772; 301-998-7373	9:00 a.m. to 5:30 p.m. Eastern Time (E.T.), Monday through Friday	CallCenter@HRSA.GOV

Fields marked with an asterisk(*) are required.

LOGIN

Already Registered?

*Username
*Password

Login

Forgot your password?

Not Registered?

Create an Account

- Registration is needed only once
- Read the getting started guidelines for New Applicants and/or Existing Grantees

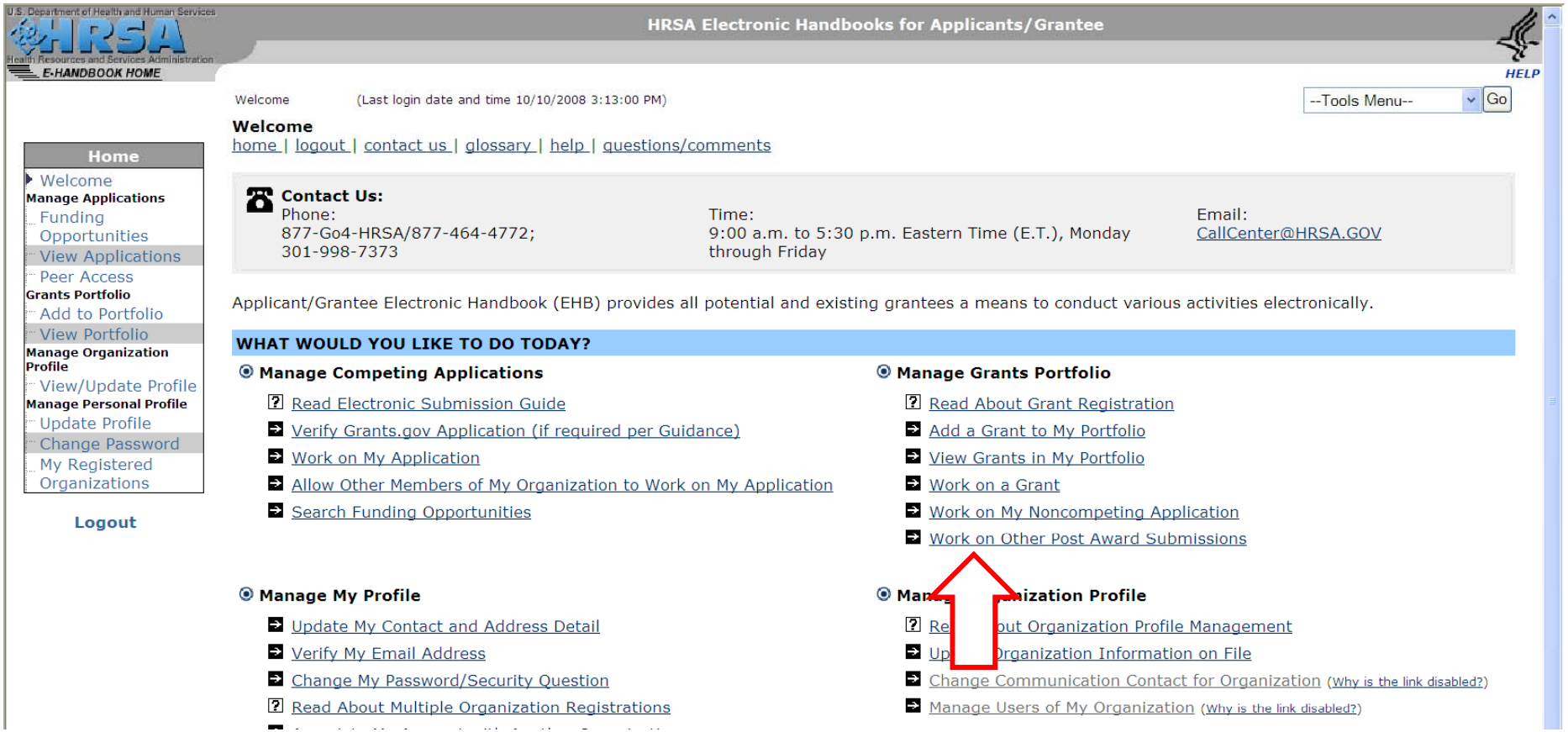
Warning!

This site is maintained by the U.S. Government. It is protected by various provisions of Title 18, U.S. Code of Federal Regulations. Violations of Title 18 are subject to criminal prosecution in federal court. For site security purposes and to ensure that this service remains available to all users, we employ software programs to monitor traffic, to identify unauthorized attempts to upload or change information, or otherwise cause damage. In the event of authorized law enforcement investigations, and pursuant to any required legal process, information from these sources may be used to help identify an individual.

Privacy Policy|Disclaimer

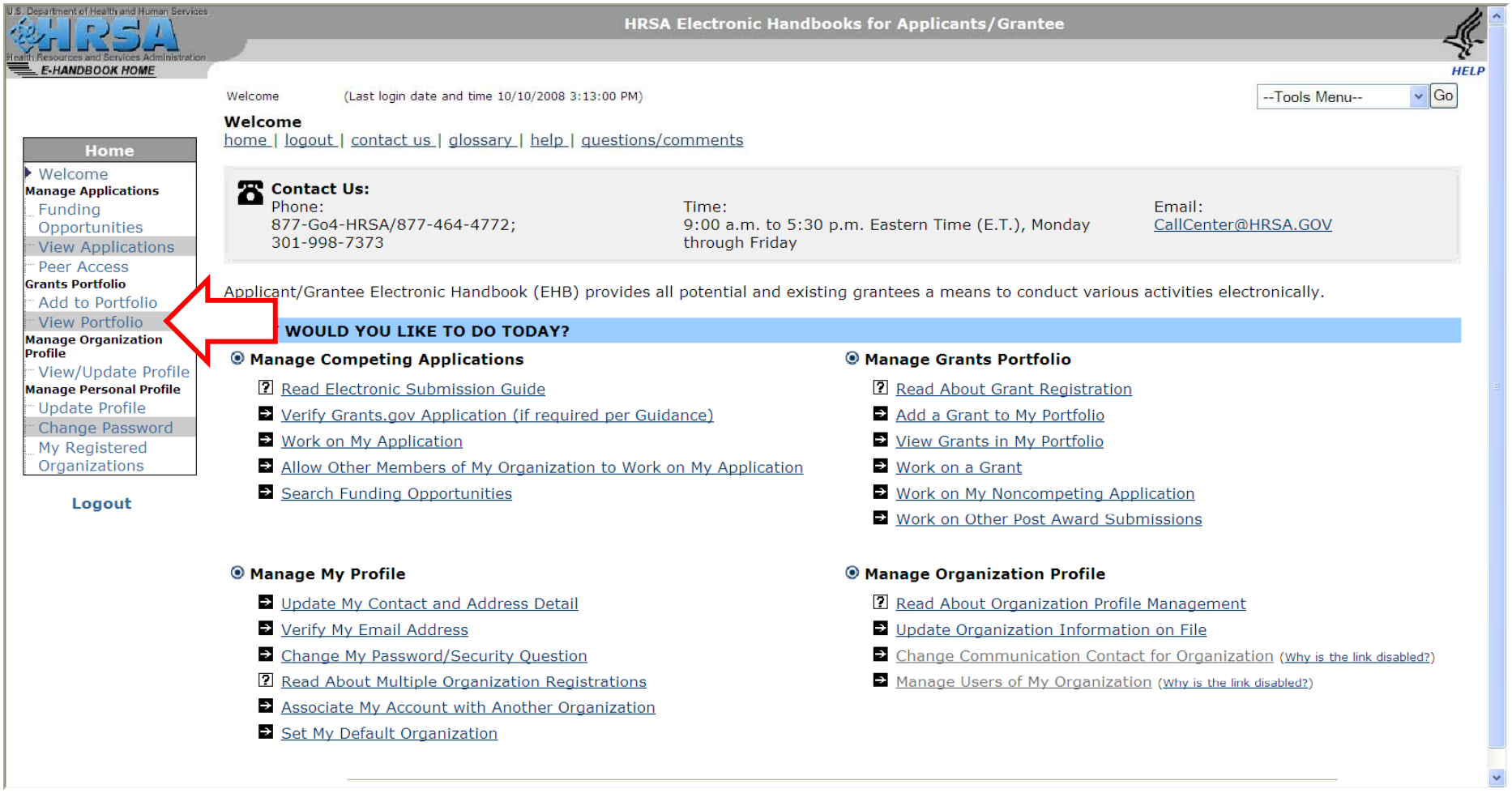
- **https://grants.hrsa.gov/webexternal/login.asp**

Navigation to SDS Performance Reports: Welcome Page (1 of 2)



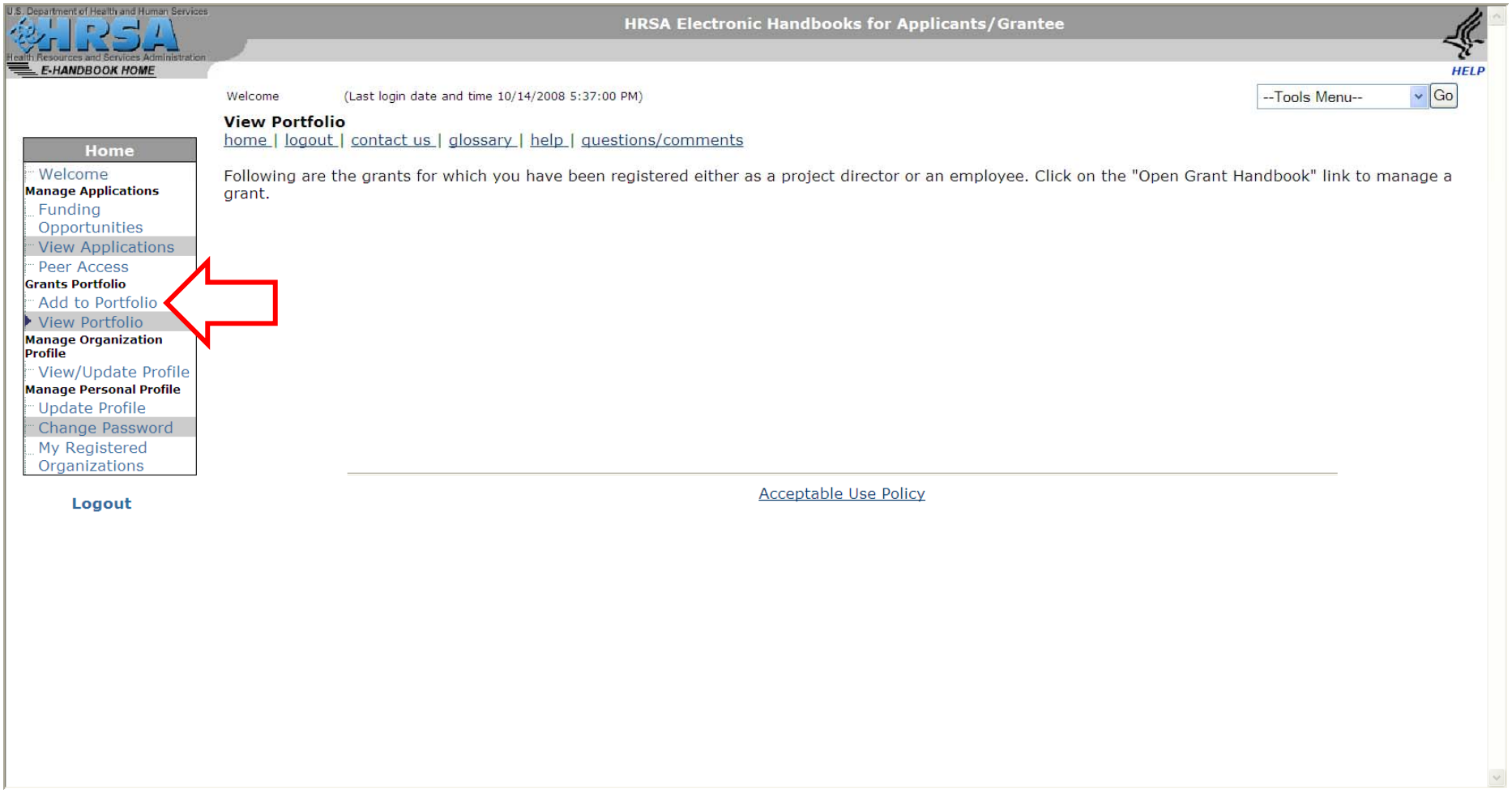
- Look for the “Work on Other Post Award Submissions” link on the Welcome page.
- If it is disabled, ask your Project Director for permission to access Performance Reports

Navigation to SDS Performance Reports: Welcome Page (2 of 2)



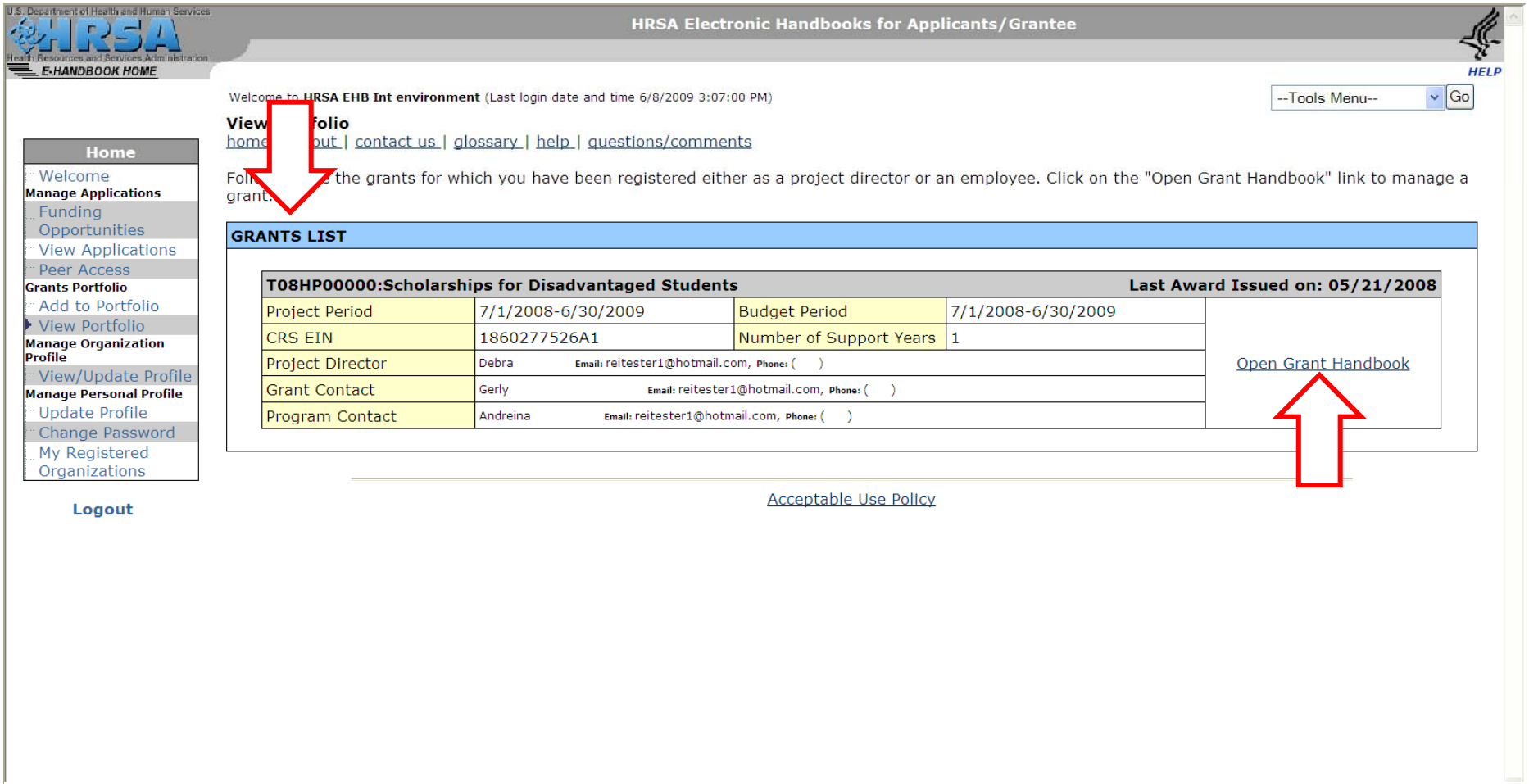
- Click “View Portfolio” to view your grant portfolio

Navigation to SDS Performance Reports: Grant Portfolio (1 of 2)



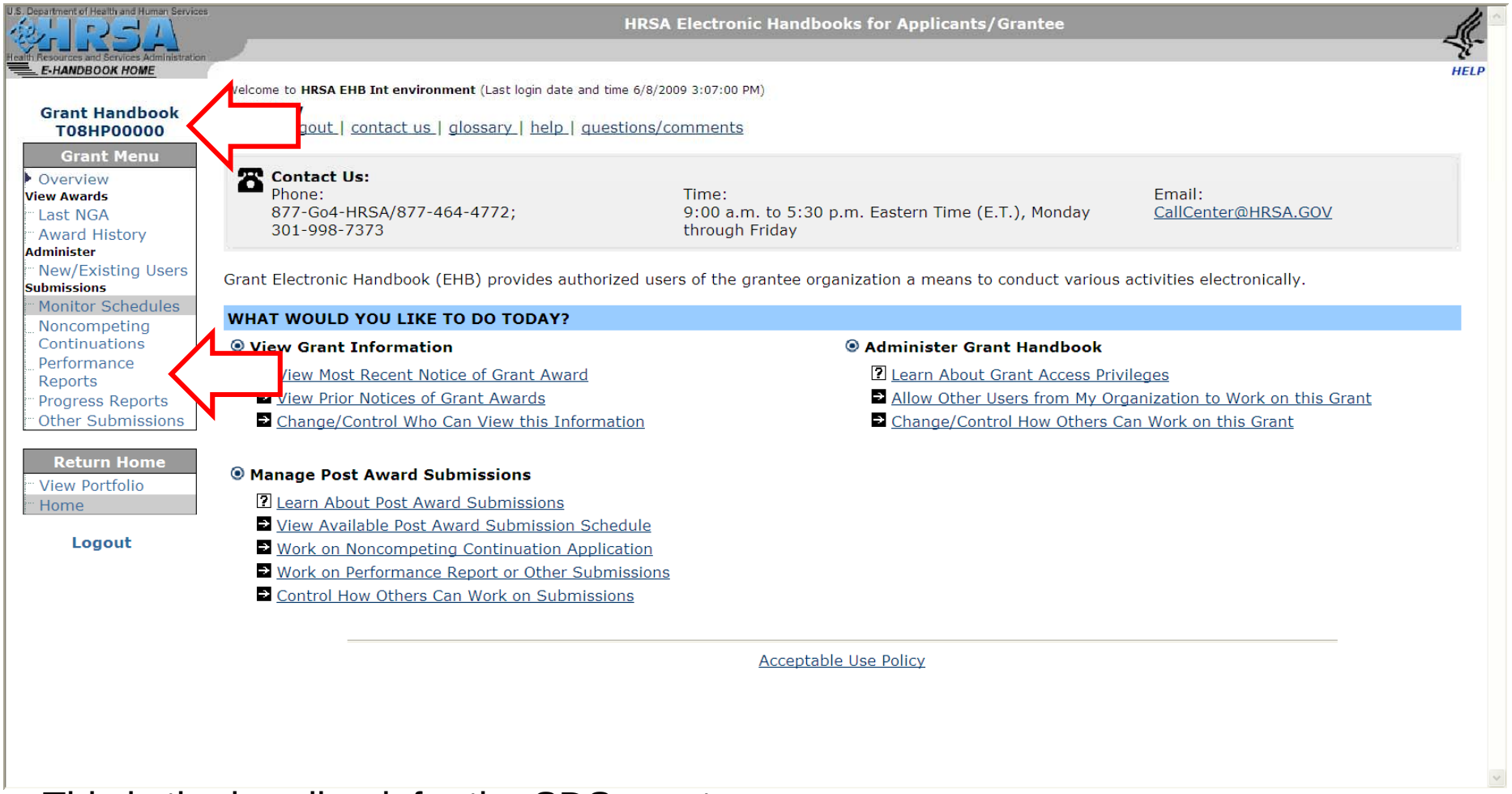
- If you don't see your SDS grant in the grants list, click "Add to Portfolio" to add it.

Navigation to SDS Performance Reports: Grant Portfolio (2 of 2)



- Locate your SDS grant in the Grants List.
- Click Open Grant Handbook.

Navigation to SDS Performance Reports: Grant Handbook



- This is the handbook for the SDS grant.
- Click “Performance Reports” on the left side menu.

Performance Reports List Page

U.S. Department of Health and Human Services
HRSA
Health Resources and Services Administration
E-HANDBOOK HOME

HRSA Electronic Handbooks for Applicants/Grantee

HELP

Grant Handbook
T08HP00000

Grant Menu
- Overview
- **View Awards**
- Last NGA
- Award History
- **Administer**
- New/Existing Users
- **Submissions**
- Monitor Schedules
- Noncompeting Continuations
- Performance Reports
- Progress Reports
- Other Submissions

Return Home
- View Portfolio
- Home

Logout

Welcome to **HRSA EHB Int envir** gin date and time 6/8/2009 3:07:00 PM)

Performance Reports

home | logout | contact us | help | questions/comments

Following is the list of performance reports for this grant along with their statuses. Based on its status, you can edit or view the performance report by clicking on the appropriate link.

To search for a particular report, click on the search button and modify the search criteria to generate the results. For example, to search for submitted reports, click on the search button and select the "Submitted" option under the Schedule Status search criteria.

Displaying 1-1 of 1

Search

PERFORMANCE REPORT

Input Parameters: (Show Parameters)

Performance Report - Nursing - Associate			**Schedule Status: Not Started**
Type	Performance Reports	Due Date	8/15/2009 Due In: 66 days
Available Date	6/8/2009 3:06:14 PM	Submission Tracking Number	PFT0800001618/1
Reporting Cycle	Academic Year	Reporting Period	07/01/2008 - 06/30/2009
Online Submission	Yes (Required)	Submission Status	Not Started
Started by			
Start Report			

Page **1**

Acceptable Use Policy

- SDS Performance Reports are listed on the Performance Reports page.

Reporting Period/Available Date/Due Date

Displaying 1-1 of 1

Search

PERFORMANCE REPORT

Input Parameters: (Show Parameters)

Performance Report - Nursing - Associate			**Schedule Status: Not Started**
Type	Performance Reports	Due Date	8/15/2009 Due In: 66 days
Available Date	6/8/2009 3:06:14 PM	Submission Tracking Number	PFT0800001618/1
Reporting Cycle	Academic Year	Reporting Period	07/01/2008 - 06/30/2009
Online Submission	Yes (Required)	Submission Status	Not Started
Started by			
Start Report			

- First reporting period ends 06/30/2009.
- The report is available for filing on July 1st every year.
- The report is due on August 15th every year.

Schedule Status

- Schedule status describes the lifecycle of the report.

Displaying 1-1 of 1

Search

PERFORMANCE REPORT

Input Parameters: (Show Parameters)

Performance Report - Nursing - Associate			**Schedule Status: Not Started**
Type	Performance Reports	Due Date	8/15/2009 Due In: 66 days
Available Date	6/8/2009 3:06:14 PM	Submission Tracking Number	PFT0800001618/1
Reporting Cycle	Academic Year	Reporting Period	07/01/2008 - 06/30/2009
Online Submission	Yes (Required)	Submission Status	Not Started
Started by			
Start Report			

Schedule Status	Denotes	Who's Responsible?
Not Started	This indicates that the report has never been worked on. When the new report is available in the grants handbook it will be in the 'Not Started' status.	Grantee
In Progress	Clicking on the 'Start Report' link changes the status of the report to 'In Progress'.	Grantee
Submitted	This indicates that the report has been submitted.	HRSA
Change Requested	After the report has been submitted, it is sent to a reviewer. If the reviewer determines that changes are needed, the report will be made available to the grantee again for changes. The schedule status will move to 'Change Requested.' The report will stay in this status while it is being corrected. When the changes are made and the report is re-submitted, the schedule status will revert to 'Submitted.'	Grantee

Submission Status

- Submission Status describes the status of the report while it is being prepared, reviewed, or revised, either originally or in response to a request for changes.

Displaying 1-1 of 1

Search

PERFORMANCE REPORT

Input Parameters: (Show Parameters)

Performance Report - Nursing - Associate			**Schedule Status: Not Started**
Type	Performance Reports	Due Date	8/15/2009 Due In: 66 days
Available Date	6/8/2009 3:06:14 PM	Submission Tracking Number	PFT0800001618/1
Reporting Cycle	Academic Year	Reporting Period	07/01/2008 - 06/30/2009
Online Submission	Yes (Required)	Submission Status	Not Started
Started by			
Start Report			

Submission Status	Denotes
Not Started	Data entry for the initial submission has not been started.
Submission in Progress	Data entry for the initial submission is in progress.
Change Requested	The report was sent back for changes. You must make the needed changes and re-submit the report.
Submitted	The report has been submitted, either for the first time or following a change request.
Note: More submission statuses may be added in the future.	

Start Report

Displaying 1-1 of 1

Search

PERFORMANCE REPORT

Input Parameters: (Show Parameters)

Performance Report - Nursing - Associate			**Schedule Status: Not Started**
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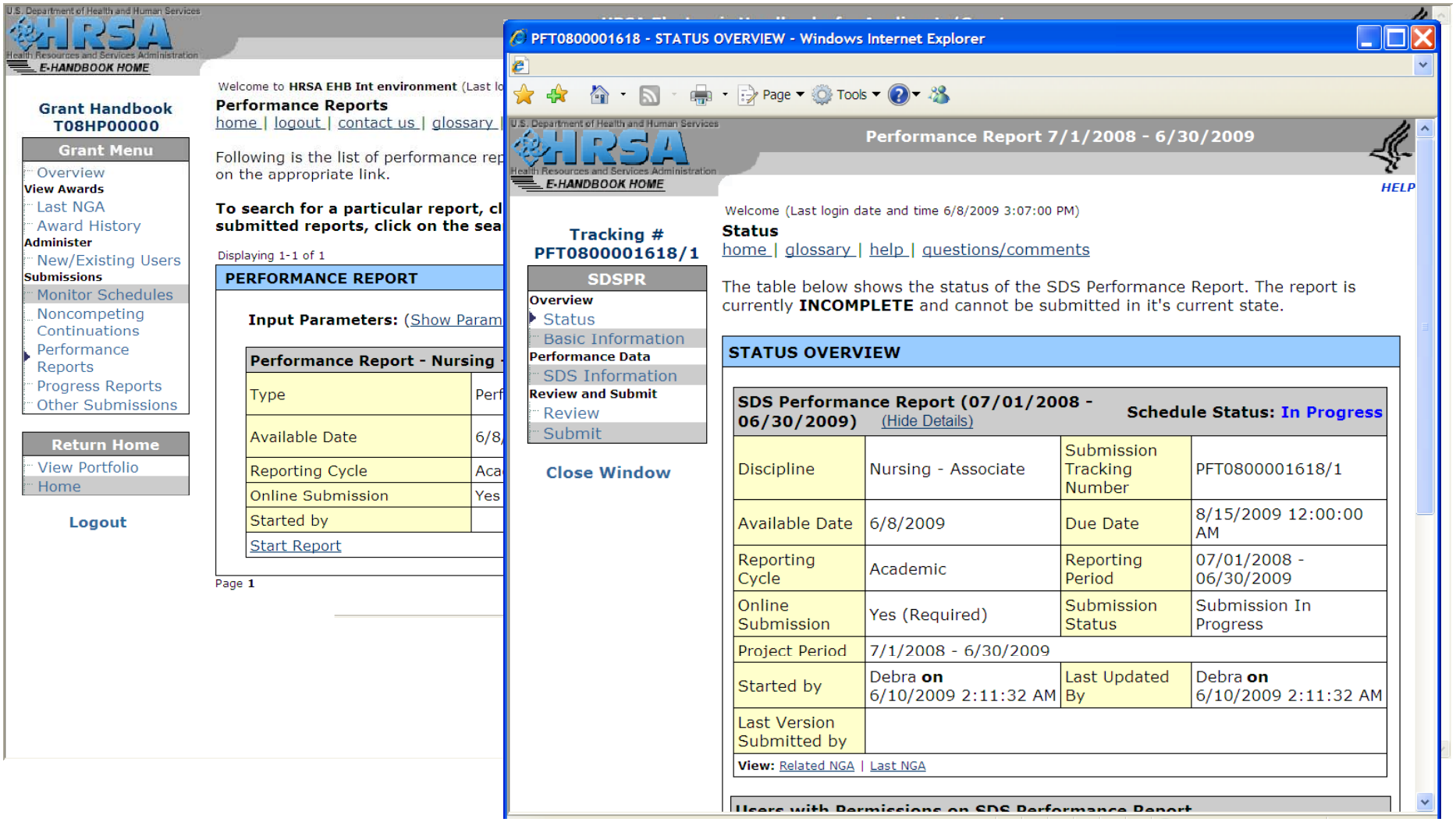
Reporting Cycle	Academic Year	Reporting Period	07/01/2008 - 06/30/2009
Online Submission	Yes (Required)	Submission Status	Not Started
Started by			
Start Report			

- Click Start Report
- It will say Edit Report if data entry has already been started.

SDS Performance Report Window



- SDS Performance Report opens in a separate window.

Status Page (1 of 4)

U.S. Department of Health and Human Services
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Health Resources and Services Administration
E-HANDBOOK HOME

Performance Report 7/1/2008 - 6/30/2009

HELP

Tracking # PFT0800001618/1

SDSPR
Overview
- Status
- Basic Information

Performance Data
- SDS Information

Review and Submit
- Review
- Submit

Close Window

Welcome Debra (Last login date and time 6/12/2009 2:48:00 PM)

Status

home | glossary | help | questions/comments

The table below shows the status of the SDS Performance Report. The report is currently **INCOMPLETE** and cannot be submitted in it's current state.

STATUS OVERVIEW

SDS Performance Report (07/01/2008 - 06/30/2009) (Hide Details)			**Schedule Status: In Progress**
Discipline	Nursing - Associate	Submission Tracking Number	PFT0800001618/1
Available Date	6/8/2009	Due Date	8/15/2009 12:00:00 AM
Reporting Cycle	Academic Year	Reporting Period	07/01/2008 - 06/30/2009
Online Submission	Yes (Required)	Submission Status	Submission In Progress
Project Period	7/1/2008 - 6/30/2009		
Started by	Debra **on** 6/10/2009 2:11:32 AM	Last Updated By	Debra **on** 6/15/2009 3:59:32 PM
Last Version Submitted by			
View: Related NGA | Last NGA			

Users with Permissions on SDS Performance Report (View Details)

Name	Username	External Organization Role	Grant Role	Privileges

SDS Performance Report Status

Section	Status	Action
Basic Information	Complete	Update
Scholarship for Disadvantaged Students Performance Report (SDSPR) DATA		
Scholarship for Disadvantaged Students Performance Report	In Progress	Update

- Use the side menu to jump to any section of the report.

Status Page (2 of 4)

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Performance Report 7/1/2008 - 6/30/2009

HELP

Tracking # PFT0800001618/1

SDSPR
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  - Basic Information
- Performance Data
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- Review and Submit
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Close Window

Welcome Debra (Last login date and time 6/12/2009 2:48:00 PM)

Status

home | glossary | help | questions/comments

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Last Version Submitted by			
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Section	Status	Action
Basic Information	Complete	Update
Scholarship for Disadvantaged Students Performance Report (SDSPR) DATA		
Scholarship for Disadvantaged Students Performance Report	In Progress	Update

- Helpful instructions appear at the top of every page.

Status Page (3 of 4)

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Performance Report 7/1/2008 - 6/30/2009

HELP

Tracking # PFT0800001618/1

SDSPR
- Overview
  - Status
  - Basic Information
- Performance Data
  - SDS Information
- Review and Submit
  - Review
  - Submit

Close Window

Welcome Debra (Last login date and time 6/12/2009 2:48:00 PM)

Status

home | glossary | help | questions/comments

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Last Version Submitted by			
View: Related NGA | Last NGA			

Users with Permissions on SDS Performance Report (View Details)				
Name	Username	External Organization Role	Grant Role	Privileges

SDS Performance Report Status		
Section	**Status**	**Action**
Basic Information	Complete	Update
Scholarship for Disadvantaged Students Performance Report (SDSPR) DATA		
Scholarship for Disadvantaged Students Performance Report	In Progress	Update

- Links to useful resources are provided in the page header.

Status Page (3 of 4)

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Performance Report 7/1/2008 - 6/30/2009

HELP

Tracking # PFT0800001618/1

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  - Basic Information
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  - Review
  - Submit

Close Window

Welcome Debra (Last login date and time 6/12/2009 2:48:00 PM)

Status

home | glossary | help | questions/comments

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Started by	Debra **on** 6/10/2009 2:11:32 A	Last Updated By	Debra **on** 6/15/2009 3:59:32 PM
Last Version Submitted by			
View: Related NGA | Last NGA			

Users with Permissions on SDS Performance Report (View Details)

Name	Username	External Organization Role	Grant Role	Privileges

SDS Performance Report Status

Section	Status	Action
Basic Information	Complete	Update
Scholarship for Disadvantaged Students Performance Report (SDSPR) DATA		
Scholarship for Disadvantaged Students Performance Report	In Progress	Update

- Users with permissions on the SDS Performance Report are listed on the Status Page.

Status Page (4 of 4)

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Performance Report 7/1/2008 - 6/30/2009

HELP

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SDSPR
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  - SDS Information
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  - Review
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Close Window

Welcome Debra (Last login date and time 6/12/2009 2:48:00 PM)

Status

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SDS Performance Report (07/01/2008 - 06/30/2009) (Hide Details)			**Schedule Status: In Progress**
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Started by	Debra **on** 6/10/2009 2:11:32 AM	Last Updated By	Debra **on** 6/15/2009 3:59:32 PM
Last Version Submitted by			
View: Related NGA | Last NGA			

Users with Permissions on SDS Perform Report (View Details)

Name	Username	External Organization Role	Grant Role	Privileges

SDS Performance Report Status

Section	Status	Action
Basic Information	Complete	Update
Scholarship for Disadvantaged Students Performance Report (SDSPR) DATA		
Scholarship for Disadvantaged Students Performance Report	In Progress	Update

- The Status page shows all the sections of the report…

SDS Performance Report Status Table (1 of 2)

…and the completion status of each section.

SDS PERFORMANCE REPORT STATUS		
Section	**Status**	**Action**
Basic Information	Not Started	Update
Scholarship for Disadvantaged Students Performance Report (SDSPR) DATA		
Scholarship for Disadvantaged Students Performance Report	Not Started	Update

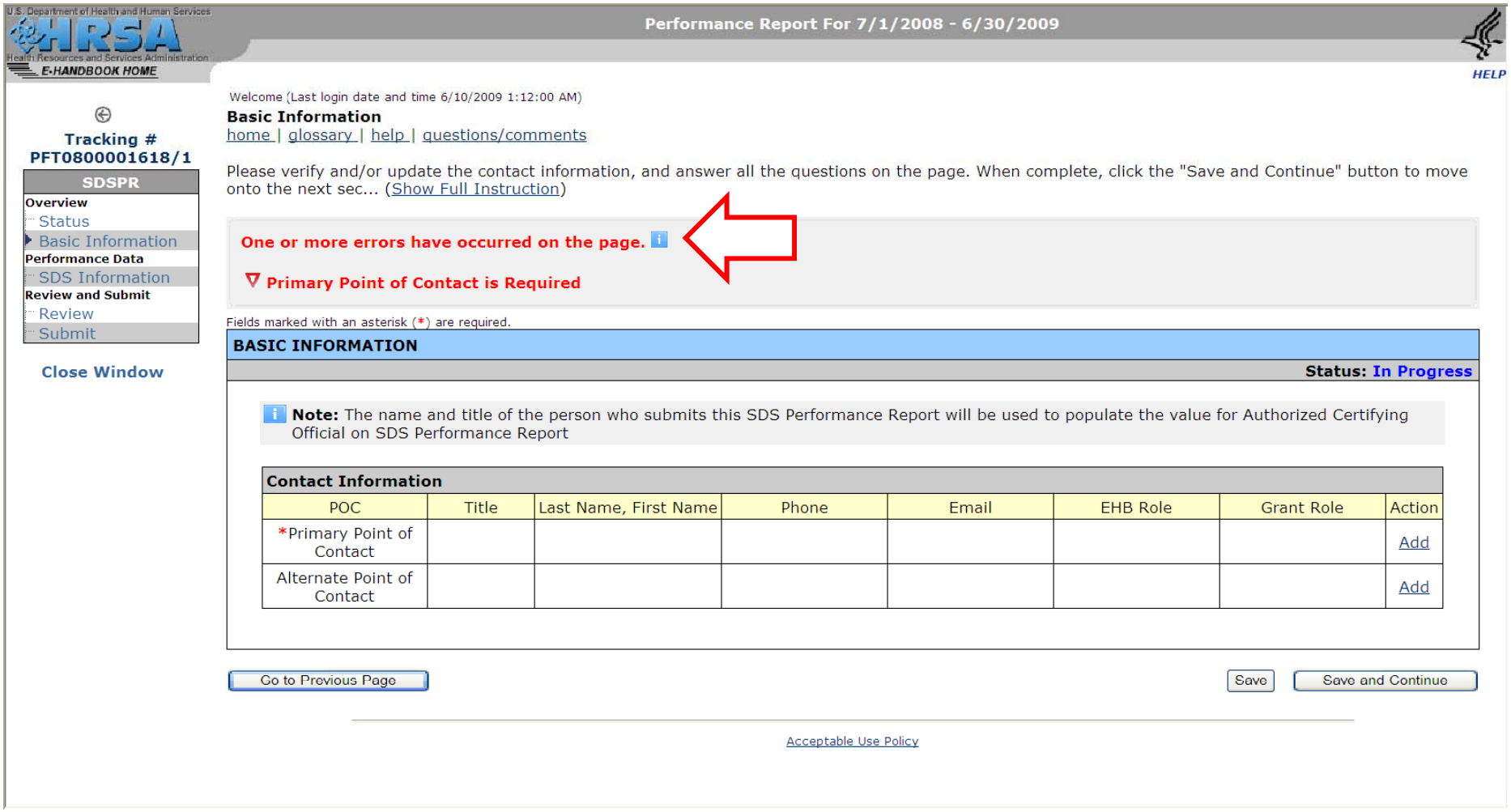
Status	Denotes
Not Started	All the sections are initially in the 'Not Started' status. Navigating to a section from the side menu link or by clicking on the 'Update' link in the report status will update the status of the page to 'In Progress'
In Progress	The page will remain in this status until all the data has been entered and has been saved. The data on the page will be saved as long as there are no errors on the page
Complete	Once you have entered all the data within each page and there are no errors on the page, the page status will be changed to 'Complete'

SDS Performance Report Status Table (2 of 2)

SDS PERFORMANCE REPORT STATUS		
Section	**Status**	**Action**
Basic Information	Not Started	Update
Scholarship for Disadvantaged Students Performance Report (SDSPR) DATA		
Scholarship for Disadvantaged Students Performance Report	Not Started	Update

- Click Update to open a page for editing.
- You can update any page, even those marked “Complete.”
- Doing so may cause the status to revert to “In Progress.”

Errors



- Alerts at the top of the page advise you of data entry errors or omissions.

Basic Information Page (1 of 2)

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Performance Report For 7/1/2008 - 6/30/2009

HELP

Tracking # PFT0800001618/1

SDSPR
- Overview
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  - Submit

Close Window

Welcome (Last login date and time 6/10/2009 1:12:00 AM)

Basic Information

home | glossary | help | questions/comments

Please verify and/or update the contact information, and answer all the questions on the page. When complete, click the "Save and Continue" button to move onto the next sec... (Show Full Instruction)

Fields marked with an asterisk (*) are required.

BASIC INFORMATION

Status: In Progress

Note: The name and title of the person who submits this SDS Performance Report will be used to populate the value for Authorized Certifying Official on SDS Performance Report

Contact Information

POC	Title	Last Name, First Name	Phone	Email	EHB Role	Grant Role	Action
*Primary Point of Contact		Sample, Ima		sample@grantee.org			Update Change Delete
Alternate Point of Contact							Add

Go to Previous Page | Save | Save and Continue

Acceptable Use Policy

- You must provide a Point of Contact for the report. This is the person to whom the reviewer will turn if there are questions about the data.
- Click on update/change link to either update or change the Primary Point of Contact

Basic Information Page (2 of 2)

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Performance Report For 7/1/2008 - 6/30/2009

HELP

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Close Window

Welcome (Last login date and time 6/10/2009 1:12:00 AM)

Basic Information

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Contact Information

POC	Title	Last Name, First Name	Phone	Email	EHB Role	Grant Role	Action
*Primary Point of Contact		Sample, Ima		sample@grantee.org			Update Change Delete
Alternate Point of Contact							Add

Go to Previous Page | Save | Save and Continue

Acceptable Use Policy

- On any page, click the Save button to save data entered.
- Click the Save and Continue button to save data and proceed to the next page.

SDS Information Page (1 of 6)

U.S. Department of Health and Human Services
HRSA
Health Resources and Services Administration
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Performance Report For 7/1/2008 - 6/30/2009

HELP

Tracking # PFT0800001618/1

SDSPR
- Overview
  - Status
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  - Review
  - Submit

Close Wind

Welcome (Last login date and time 6/10/2009 2:42:00 AM)

SDS Information

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Please verify and/or update the data, and answer all the questions on the page. When complete, click the "Save and Continue" button to move onto the next section. Click "Sa... (Show Full Instruction)

Fields marked with an asterisk (*) are required.

SCHOLARSHIP FOR DISADVANTAGED STUDENTS PERFORMANCE REPORT

Status: In Progress

1. Funding Information For Document Number: T08HP09274A0	
A. Total Federal Funds Authorized for this Funding Period	$ 21679
*B. Total Amount of line 1A Disbursed	$
C. Unused Balance of Federal Funds (Line 1A minus line 1B)	$ 21679
D. Check to indicate zero disbursements	☐

*Does your BHPR funded program have students of Hispanic or Latino Ethnicity between July 1, 2008 and June 30, 2009? **No**

Yes No

***2. Hispanic or Latino Students by Race**			
Race ?	Number of Students Receiving Awards	Number of Graduates that Received Awards	Total
A. American Indian or Alaska Native			
B. Asian - All (including under represented)			
B1. Asian - under represented			
C. Black or African American			
D. Native Hawaiian or Other Pacific Islander			

- Data entry is required in fields marked with an asterisk (*).

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Performance Report For 7/1/2008 - 6/30/2009

HELP

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Please verify and/or update the data, and answer all the questions on the page. When complete, click the "Save and Continue" button to move onto the next section. Click "Sa... (Show Full Instruction)

Fields marked with an asterisk (*) are required.

SCHOLARSHIP FOR DISADVANTAGED STUDENTS PERFORMANCE REPORT

Status: In Progress

1. Funding Information For Document Number: T08HP09274A0	
A. Total Federal Funds Authorized for this Funding Period	$ 21679
*B. Total Amount of line 1A Disbursed	$
C. Unused Balance of Federal Funds (Line 1A minus line 1B)	$ 21679
D. Check to indicate zero disbursements	☐

*Does your BHPR funded program have students of Hispanic or Latino Ethnicity between July 1, 2008 and June 30, 2009? **No**

Yes No

***2. Hispanic or Latino Students by Race**			
Race ?	Number of Students Receiving Awards	Number of Graduates that Received Awards	Total
A. American Indian or Alaska Native			
B. Asian - All (including under represented)			
B1. Asian - under represented			
C. Black or African American			
D. Native Hawaiian or Other Pacific Islander			

- You can click the question mark symbols to access help.

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Performance Report For 7/1/2008 - 6/30/2009

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Please verify and/or update the data, and answer all the questions on t
section. Click "Sa... (Show Full Instruction)

Fields marked with an asterisk (*) are required.

SCHOLARSHIP FOR DISADVANTAGED STUDENTS PERFORMANCE

1. Funding Information For Document Number: T08HP09274
A. Total Federal Funds Authorized for this Funding Period
*B. Total Amount of line 1A Disbursed
C. Unused Balance of Federal Funds (Line 1A minus line 1B)
D. Check to indicate zero disbursements

*Does your BHPR funded program have students of Hispanic or Lat

Yes No

***2. Hispanic or Latino Students by Race**
Race
A. American Indian or Alaska Native
B. Asian - All (including under represented)
B1. Asian - under represented
C. Black or African American
D. Native Hawaiian or Other Pacific Islander

Help - WRS - Windows Internet Explorer

HELP

Include those that are currently in deferment or in postponement for cancellation and who are also past due on any prior payments.

Race Ethnicity [Top]

Below is a list of topics that elaborate Race Ethnicity information.

- **American Indian and Alaska Native:** A person having origins in any of the original peoples of North and South America (including Central America) and who maintain tribal affiliation or community attachment.
- **Asian:** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. It includes 'Asian Indian', 'Chinese', 'Filipino', 'Korean', 'Japanese', 'Vietnamese', and 'Other Asian'.
- **Black or African American:** A person having origins in any of the Black racial groups of Africa. It includes people who indicate their race as 'Black, African Am., or Negro', or provide written entries such as African American, Afro American, Kenyan, Nigerian, or Haitian.
- **Native Hawaiian and Other Pacific Islander:** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. It includes people who indicate their race as 'Native Hawaiian', 'Guamanian or Chamorro', 'Samoan', and 'Other Pacific Islander'.
- **More than one race:** People may have chosen to provide two or more races either by checking two or more race response check boxes, by providing multiple write-in responses, or by some combination of check boxes and write-in responses.
- **White:** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa. It includes people who indicate their race as 'White' or report entries such as Irish, German, Italian, Near Easterner, Arab, or Polish.

Done Internet 100%

- Help opens in a separate window.

SDS Information Page (4 of 6)

2. Hispanic or Latino Students

*Did your BHPR funded program have students of "Hispanic or Latino Ethnicity" between July 1, 2008 and June 30, 2009? **Yes**

Yes No

Hispanic or Latino Students by Race	Number of Students Receiving Awards	Number of Graduates that Received Awards	Total
A. American Indian or Alaska Native	1	2	3
B. Asian - All (including underrepresented)	3	4	7
B1. Asian - underrepresented	5	6	11
C. Black or African American	7	8	15
D. Native Hawaiian or Other Pacific Islander	18	10	28
E. White	1	1	2
F. More than one race To specify the race combinations click here	2	2	4
TOTAL	32	27	59

- Answer the question for Hispanic or Latino and click here button to select the race combinations

*__Note__: The data fields for **More than one race** (line F) are disabled by default and user must click "**here**" button to select the race combinations. Multi race combinations page will be opened for edit.

Multi Race Combinations Page

Select	Combination of Two Races	Number of Students Receiving Awards	Number of Graduates that Received Awards
☑	AIAN and Black	2	2
☐	AIAN and White		
☐	Asian (not underrepresented) and AIAN		

Select	Combination of Three Races	Number of Students Receiving Awards	Number of Graduates that Received Awards
☐	AIAN and Asian (not underrepresented) and Black		
☐	AIAN and Asian (underrepresented) and Black		
☐	AIAN and Asian and NHOPI		

Select	Combination of Four Races	Number of Students Receiving Awards	Number of Graduates that Received Awards
☐	AIAN and Asian (not underrepresented) and Black and NHOPI		
☐	AIAN and Asian (underrepresented) and Black and NHOPI		

Please Enter Your Comments Here :

If you are unable to provide student and graduate counts by race combinations **OR** there are no students or graduates with more than one race exist, please provide explanation. Once you save this page and return to the main page, please enter the appropriate counts (or zero if no data) in line "F. More than one race".

Maximum 2000 characters (Approx. half a page)

Times New Roman | Size | Normal

Save | Save and Continue

- Select corresponding race combination and enter the counts.

***Note:** If you are unable to provide data **OR** there no students or graduates with more than one race, please explain and click on "Save and Continue." This action will enable the fields under "More than one race" (Row F) section to enter the summary totals for "More than one race."

SDS Information Page (5 of 6)

2. Hispanic or Latino Students

*Did your BHPR funded program have students of "Hispanic or Latino Ethnicity" between July 1, 2008 and June 30, 2009? **Yes**

Yes No

Hispanic or Latino Students by Race	Number of Students Receiving Awards	Number of Graduates that Received Awards	Total
A. American Indian or Alaska Native	1	2	3
B. Asian - All (including underrepresented)	3	4	7
B1. Asian - underrepresented	5	6	11
C. Black or African American	7	8	15
D. Native Hawaiian or Other Pacific Islander	18	10	28
E. White	1	1	2
F. More than one race To specify the race combinations click here	2	2	4
TOTAL	32	27	59

- The totals for students and graduates counts from the multi race combination page are carried over as shown above.

***Note:** If there is an explanation provided in the Multi Race Combinations page, the fields against "More than once race" are enabled for data entry.

SDS Information Page (6 of 6)

3. Non-Hispanic or Non-Latino Students

*Did your BHPR funded program have students of "Non-Hispanic or Non-Latino Ethnicity" between **July 01, 2008 and June 30, 2009**?

Yes No

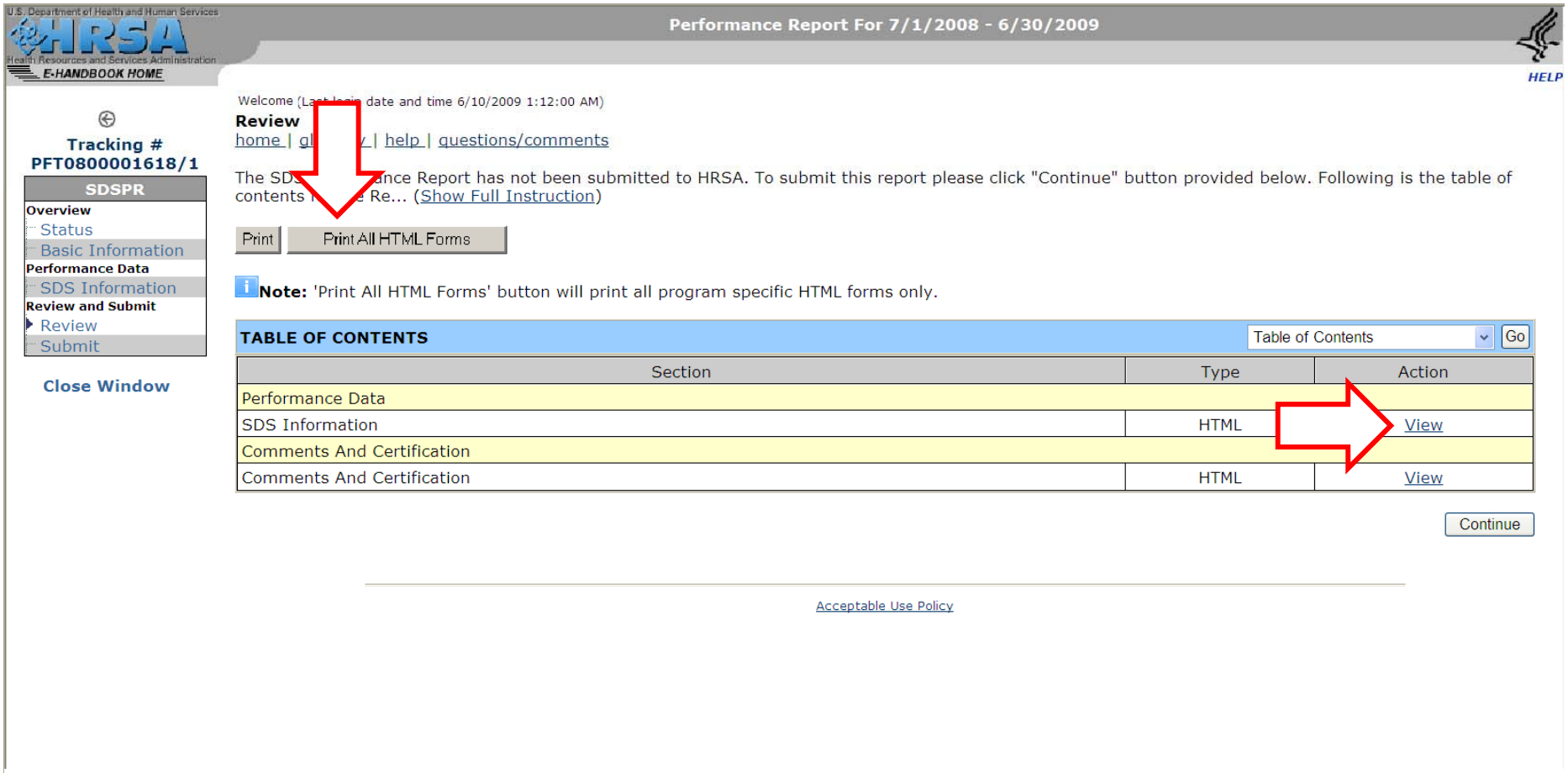
Non-Hispanic or Non-Latino Students by Race	Number of Students Receiving Awards	Number of Graduates that Received Awards	Total
A. American Indian or Alaska Native			
B. Asian - All (including underrepresented)			
B1. Asian - underrepresented			
C. Black or African American			
D. Native Hawaiian or Other Pacific Islander			
E. White			
F. More than one race To select the race combinations click here			
TOTAL			

4. Medically Underserved Communities (MUC) Details

For students that received SDS funds, enter the total number of full-time Nursing - Baccalaureate students who graduated in academic year 2008 (07/01/2007 - 06/30/2008) and are serving, or in residencies, in medically underserved communities during July 1, 2008 - June 30, 2009.

- Answer the question under Non-Hispanic or Non-Latino Students section and enter the data as appropriate.
- Enter the data for MUC and click on “Save and Continue”

Review Page



- Click View to open a printable (HTML format) version of any section of the report.
- Click the Print button to print this page, or click Print All HTML Forms to print all pages in the report.

Submit Page

- When all sections are complete, click the Submit button to access the submit page, where users with permission can sign and submit the report.

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The table below shows the status of the SDS Performance Report. T
proceed.

STATUS OVERVIEW

SDS Performance Report (07/01/2008 - 06/30/2009) (Hide Details)			**Schedule Status: In Progress**
Discipline	Nursing - Associate	Submission Tracking Number	PFT0800001618/1
Available Date	6/8/2009	Due Date	8/15/2009 12:00:00 AM
Reporting Cycle	Academic	Reporting Period	07/01/2008 - 06/30/2009
Online Submission	Yes (Required)	Submission Status	Submission In Progress
Project Period	7/1/2008 - 6/30/2009		
Started by	Debra **on** 6/10/2009 2:11:32 AM	Last Updated By	Debra **on** 6/10/2009 3:17:41 AM
Last Version Submitted by			
View: Related NGA | Last NGA			

Users with Permissions on SDS Performance Report (View Details)

Name	Username	External Organization Role	Grant Role	Privileges

SDS PERFORMANCE REPORT STATUS

Section	Status	Action
Basic Information	Complete	Update
Scholarship for Disadvantaged Students Performance Report (SDSPR) DATA		
Scholarship for Disadvantaged Students Performance Report	Complete	Update

Submit

Acceptable Use Policy

Post-Submission

- The Bureau will review your report.
- If necessary, the Bureau will contact the Point of Contact person with questions and/or comments.
- The Bureau will work with you to resolve any errors or discrepancies in your SDS Performance Report. You will use the EHBs system to make any changes to your report.
- You will always be able to view your submission in read-only format.

Resources

Resource	Type	Purpose
https://grants.hrsa.gov/webexternal/home.asp	Website	HRSA Electronic Handbooks URL.
https://performance.hrsa.gov/hab/ehbdemo/cadr/	Flash Video	Audio/visual presentation for EHBs registration, adding grants to your portfolio, project director registration and accessing the grant handbook.
Andrea Stampone Phone: 301 443 1701 Email: astampone@hrsa.gov or Lisa Bandy Phone: 301 443 5396 Email: lbandy@hrsa.gov	Phone and/or E-mail	Program or System help by phone or e-mail.
HRSA Call Center Phone: 877-Go4-HRSA/877-464-4772; 301-998-7373 (9:00 AM to 5:30 PM ET M-F) Email: callcenter@hrsa.gov	Phone and/or E-mail	System help by phone or via e-mail. Do not use for program questions.

In Conclusion…

- Submit feedback through your project officer.
- We’re here to help every step of the way!