



ATTENTION PROVIDERS!



Before you begin work on your Ryan White Data Report . . .

You must know the following information:

- Nine-digit Taxpayer ID number (this number has been given to your agency by the IRS)
- Program Part(s) from which funding was received
- Funding amounts expended under each Program Part
- Name of the grantee(s) from which you received funding
- Reporting scope
- Assigned registration code for the Ryan White Data Report Web system
 - If you do not have your assigned registration code, check with your grantee. If you are a grantee of record under another Program Part, you will enter your data through the EHBs.
- Deadlines for submitting your Ryan White Data Report to the grantee(s) from which you received funding

You should also have the following at hand:

- Instructions for Completing the 2008 Ryan White Data Report
- Ryan White Data Report Frequently Asked Questions (FAQs) document
- Who to Contact for Assistance document