Welcome to OAT PIMS tutorials

These are detailed step-by-step procedures to help Grantees how to access the system from the **new** EHB User Interface.

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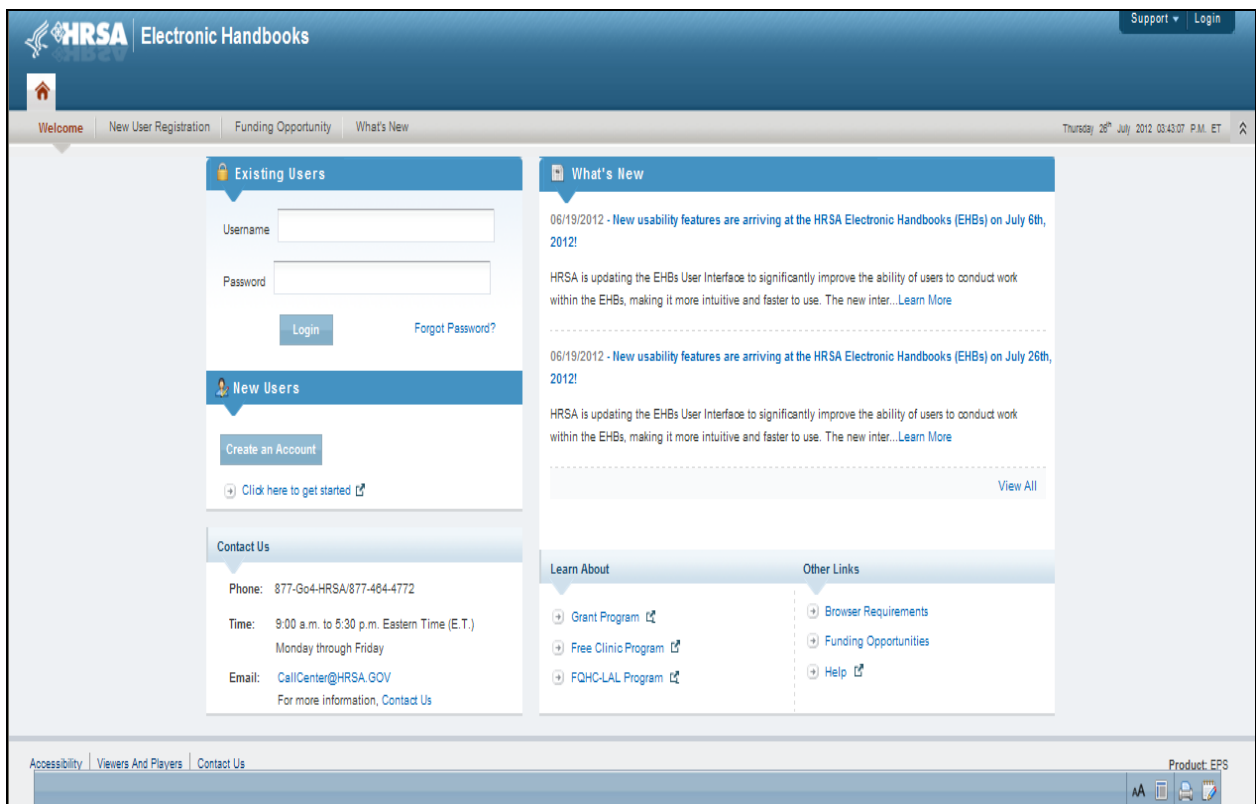# 1 Grantee Functions in PIMS

1.1 Grantee Login (How to Access and Use PIMS)

Grantees will access PIMS through EHB
Be registered with EHB

Type the following URL on your browser and hit "Enter":
https://grants.hrsa.gov/webexternal/login.asp

This brings up the EHB logon screen

1.1.1   Username and Password

Enter your username and password and click "Login"

1.1.2 Welcome Page

From the "Welcome" page click on the "Grants" tab.

The "Grants" tab opens up the "My Grant Portfolio – List"

1.1.3   Open Grant Folder

Select a grant by clicking on the "Grant Folder" link in the last column of the Grants list displayed.
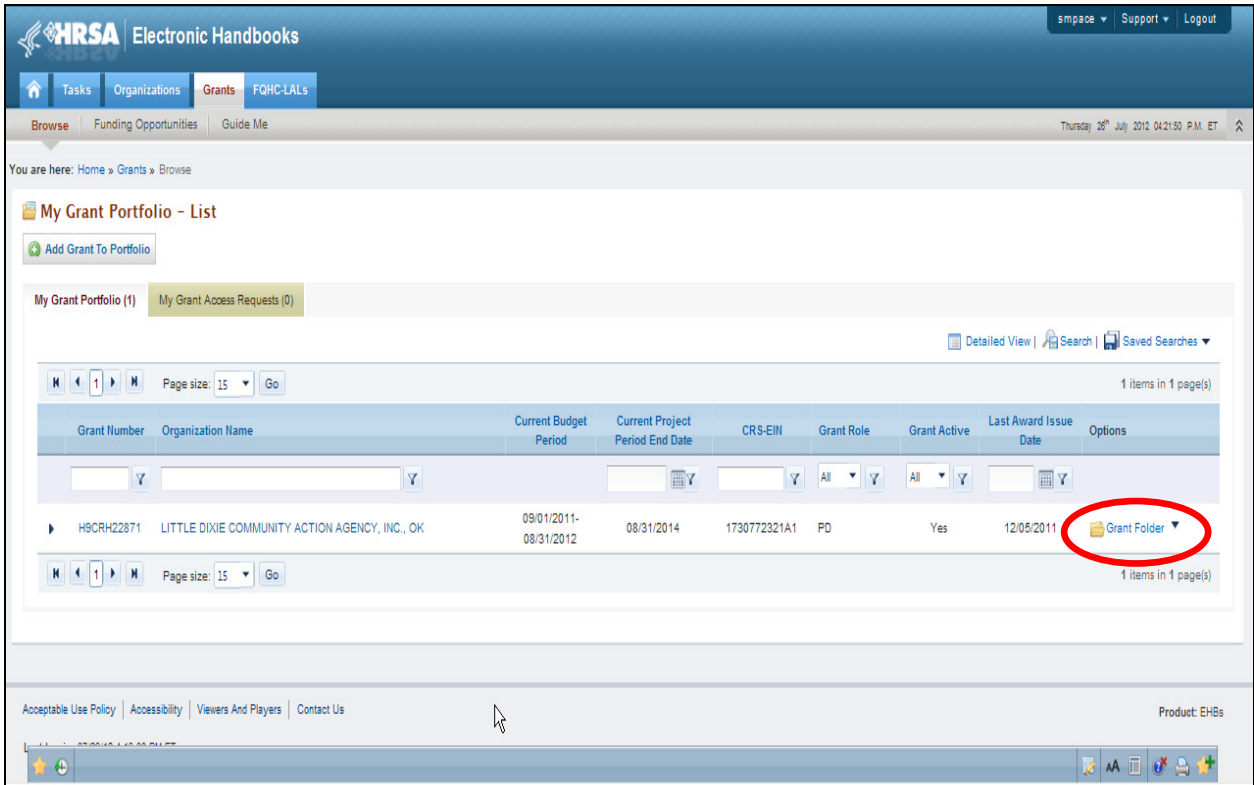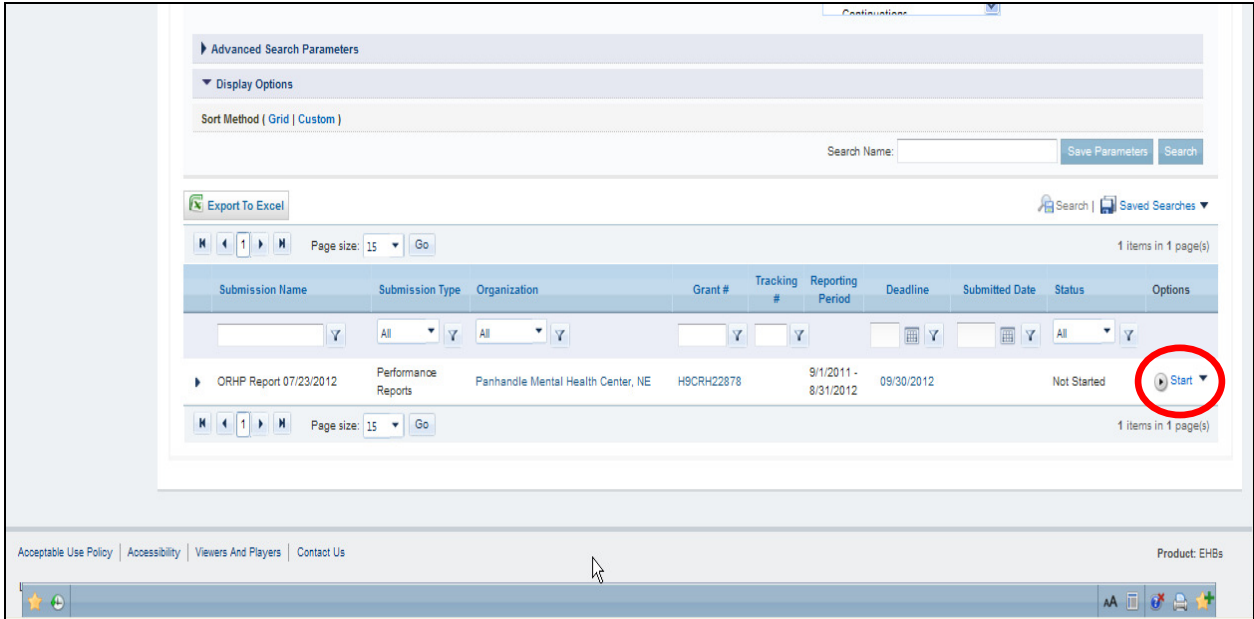

This brings you to the "Grant Home" page. Click on the "Performance Report" link.
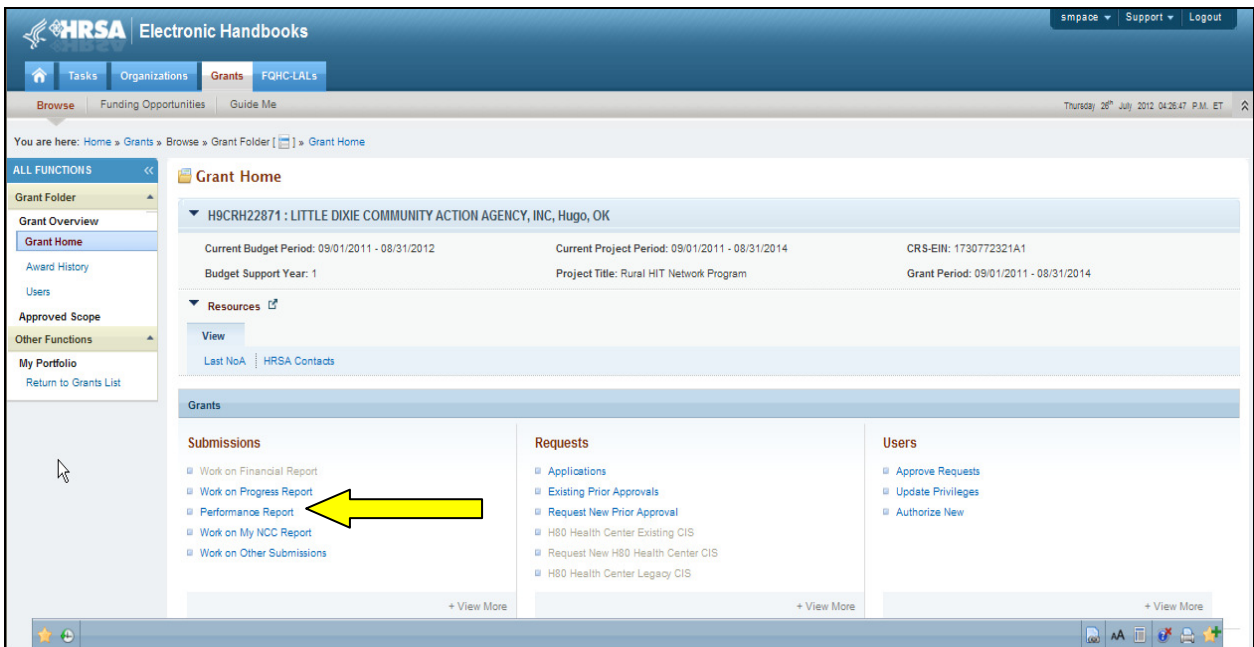
1.1.4 Performance Reports

Choose to work on Performance Reports by clicking the link on "Start" from the Options column under your listed performance reports.

This will bring up the Performance Report for the select grant. Click on the "Continue" button to view the forms.