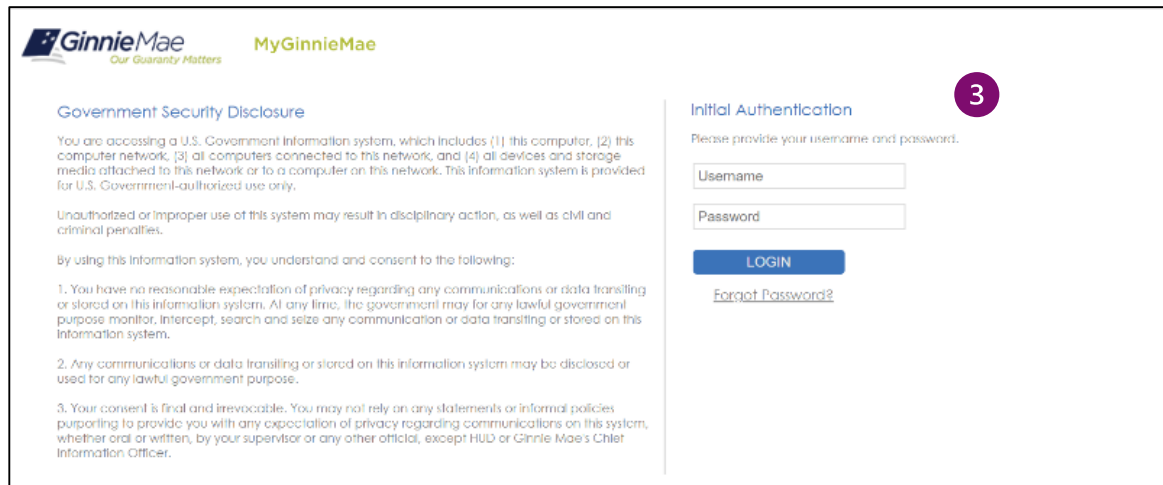


This Quick Reference Card (QRC) provides detailed instructions on how to determine the “Other Funds” amount on the Reporting and Feedback System (RFS) Pool Accounting/Exception Feedback (PA/EF) Summary screen via the 11710A Download.

### Steps to view RFS Summary Screen:

1. Navigate to MyGinnieMae via [Ginnie Mae Enterprise Portal - Home](#).
2. Select **Login** in the upper right-hand corner.
3. Enter your **Username** and **Password**. Select **LOGIN**.



**MyGinnieMae**

**Government Security Disclosure**

You are accessing a U.S. Government Information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By using this information system, you understand and consent to the following:

1. You have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any time, the government may for any lawful government purpose monitor, intercept, search and seize any communication or data transiting or stored on this information system.
2. Any communications or data transiting or stored on this information system may be disclosed or used for any lawful government purpose.
3. Your consent is final and irrevocable. You may not rely on any statements or informal policies purporting to provide you with any expectation of privacy regarding communications on this system, whether oral or written, by your supervisor or any other official, except HUD or Ginnie Mae's Chief Information Officer.

**Initial Authentication**

Please provide your username and password.

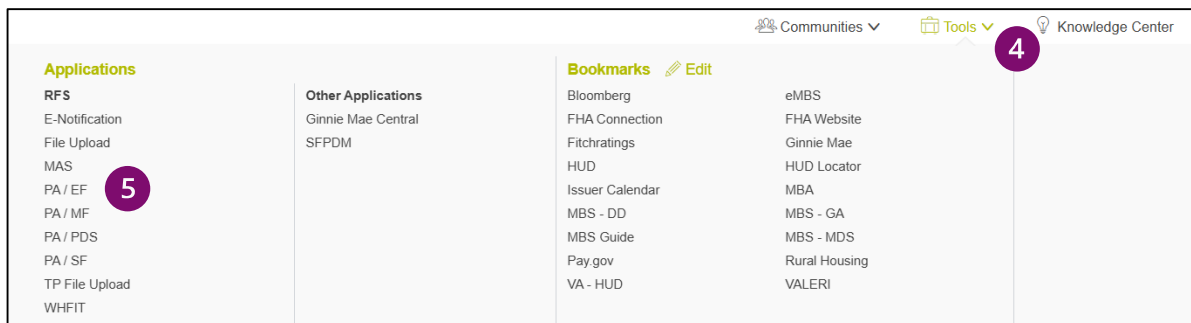
Username

Password

**LOGIN**

[Forgot Password?](#)

4. Click **Tools** in upper right-hand corner.
5. Click **PA/EF** under Applications for Pool Accounting/Exception Feedback.



**Applications**

**RFS**

E-Notification

File Upload

MAS

PA / EF

PA / MF

PA / PDS

PA / SF

TP File Upload

WHFIT

**Other Applications**

Ginnie Mae Central

SFPDM

**Bookmarks** [Edit](#)

Bloomberg

FHA Connection

Fitchratings

HUD

Issuer Calendar

MBS - DD

MBS Guide

Pay.gov

VA - HUD

eMBS

FHA Website

Ginnie Mae

HUD Locator

MBA

MBS - GA

MBS - MDS

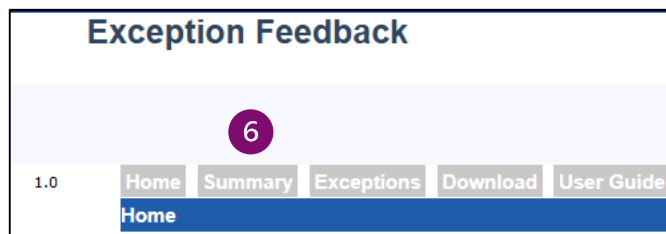
Rural Housing

VALERI

**Tools**

**Knowledge Center**

6. Select **Summary** tab.



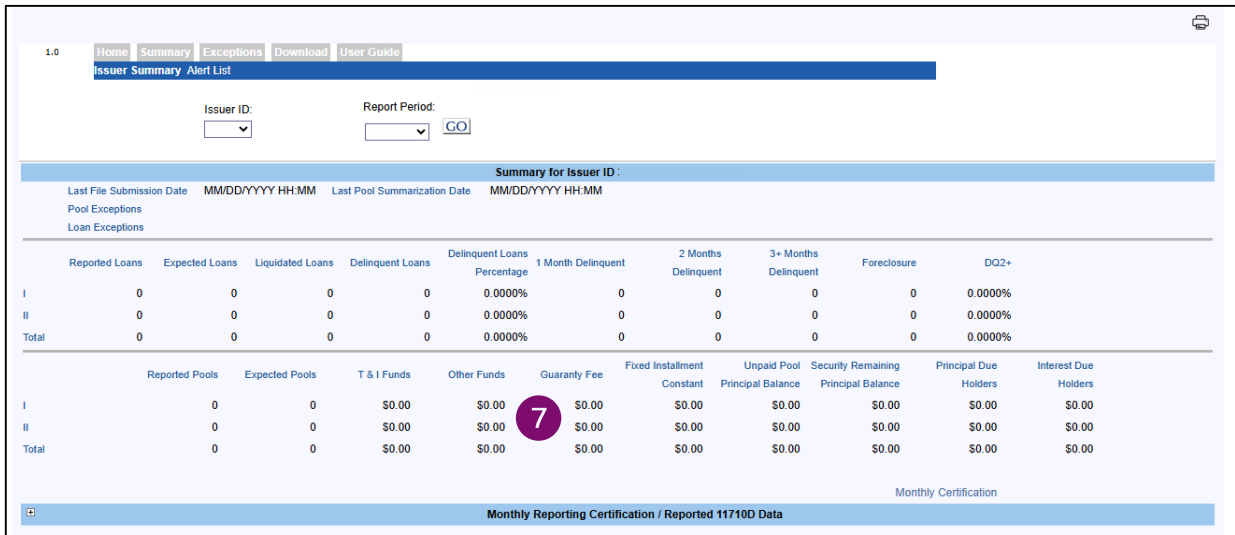
**Exception Feedback**

1.0

**Home** **Summary** **Exceptions** **Download** **User Guide**

**Home**

### 7. Summary screen displays with **Other Funds**.



1.0 [Home](#) [Summary](#) [Exceptions](#) [Download](#) [User Guide](#)

**Issuer Summary Alert List**

Issuer ID:  Report Period:  [GO](#)

**Summary for Issuer ID:**

Last File Submission Date MM/DD/YYYY HH:MM Last Pool Summarization Date MM/DD/YYYY HH:MM

Pool Exceptions  
Loan Exceptions

	Reported Loans	Expected Loans	Liquidated Loans	Delinquent Loans	Delinquent Loans Percentage	1 Month Delinquent	2 Months Delinquent	3+ Months Delinquent	Foreclosure	DQ2+
I	0	0	0	0	0.0000%	0	0	0	0	0.0000%
II	0	0	0	0	0.0000%	0	0	0	0	0.0000%
Total	0	0	0	0	0.0000%	0	0	0	0	0.0000%

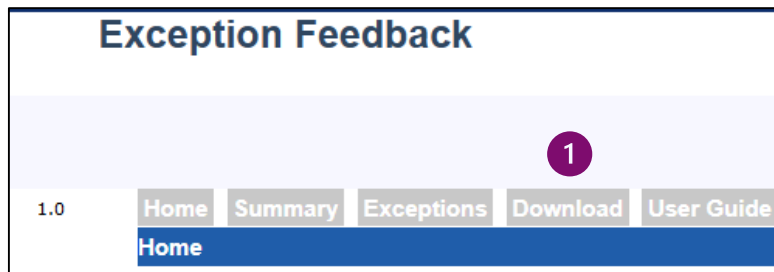
	Reported Pools	Expected Pools	T & I Funds	Other Funds	Guaranty Fee	Fixed Installment Constant	Unpaid Pool Principal Balance	Security Remaining Principal Balance	Principal Due Holders	Interest Due Holders
I	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
II	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Monthly Certification

Monthly Reporting Certification / Reported 11710D Data

### Steps to view 11710A Download:

1. Select **Download** tab from Reporting and Feedback System (RFS) Pool Accounting/Exception Feedback (PA/EF) module.

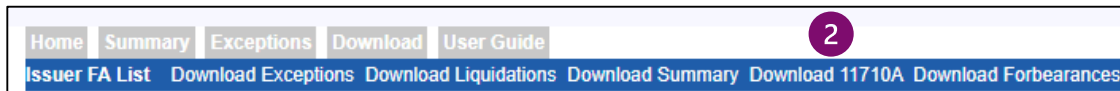


**Exception Feedback**

1.0 [Home](#) [Summary](#) [Exceptions](#) [Download](#) [User Guide](#)

**Home**

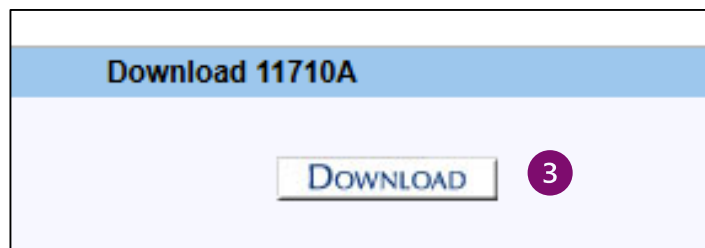
2. Select **Download 11710A**.



[Home](#) [Summary](#) [Exceptions](#) [Download](#) [User Guide](#)

**Issuer FA List** [Download Exceptions](#) [Download Liquidations](#) [Download Summary](#) [Download 11710A](#) [Download Forbearances](#)

3. Select desired **Reporting Period** and click **Download** button.



**Download 11710A**

[DOWNLOAD](#)

4. Follow Instructions by right clicking on **Download CSV File** link.

**Instructions**

- 1) Right-click on the "Download CSV File" link
- 2) Left-click on "Save Target As"
- 3) Type a new file ending with the letters ".csv" (example: May15remittance.csv)
- 4) Select a location in which to save the file and left-click the Save button
- 5) Find the saved file and open it in MS Excel

**Download CSV File** 4

5. Once **Download 11710A** opens, Save file as Excel. Scroll over to column BB and BD. **Sum** column **BB** and **BD**, to get the total of **Other Funds** amount on Summary screen.

BB	BC	BD	5
Principal and Interest Funds at Month End(\$)	Escrow Funds at Monthend(\$)	Other Funds at Monthend(\$)	