

# Multifamily Issuer Training

Reporting and Feedback System (RFS) Training Sessions

# Presented by Virtual Development

June 2024







#### **Presenters**

- Christy Christensen
- Debbie Boles
- Melanie Burton



#### Session 1 Recap

What were your key takeaways from Session 1?

Do you have any unresolved questions?

(Use the whiteboard text annotation tool to respond)



### Session 1 Recap





### **Course Agenda**





## RFS Exception Feedback



### **Module Objectives**

- What tasks should an Issuer be able to complete after training?
- What new information will Issuers be exposed to?



Define common **Exceptions messages and Summarization Alerts** 



Describe how to **navigate the Exception Summary screen** to view Exception Feedback



List steps to retrieve and download Exceptions Feedback file



#### RFS Upload/Edit, Summarize/Edit, & Exception Feedback



#### **Upload and Edit**

Files are uploaded (or data entered online) to RFS and is subject to RFS Upload Editing (or online editing). This upload Exception Feedback is provided for any files that are accepted (Navigate to Functional Acknowledgement) This is the initial edit process. Data uploaded or entered online must also be processed by RFS "Summarize" (Summary Edit)



#### Summarize and Edit

The Summarization process generates the pool and loan accounting calculations.

#### Summarization will occur:

- Automatically when the Issuer has reported <u>90% of</u> <u>Pool and Loan data</u>.
- Nightly "bulk" Summarize for all issuers meeting the "90%" criteria, to include any online data entry



The Issuer should view the online RFS Issuer Summary screen by navigating to the RFS > Exception Feedback > Summary:

- Provides a snapshot of the monthly reporting activity and total number of outstanding exceptions.
- Navigate to RFS Exception Feedback Screens to View Detailed Exception List
- Navigate to Exception Feedback "Download Exceptions" for file of Exceptions.



### **Important Calculations Performed by RFS**

#### Summarization

- Number of Pools Expected and Number Reported
- Number of Loans Expected and Number Reported
- Loan Delinquency, based on:
  - Current Reporting Period (Header Record Field 3)
  - Last Installment Paid Date (Loan Record Field 12)
- Pool FIC compared to Reported Loans FIC
- Principal and Interest Collected, summarized from the loan level (facsimile 11710A)
- Generates exceptions when inconsistencies exist between pool and loan level
   reporting
- Occurs when 90% of data is reported



### **Appendix VI-19 Exception Messages**

#### Pool Record Field Instructions

1. Record Type: The letter P will be the first character on each pool record.

<u>2. Pool ID:</u> The Ginnie Mae Pool identifier assigned by Ginnie Mae at pooling to the pool/loan package. <u>Exception Messages</u>

- E-RFS100 Pool ID must be specified.
- E-RFS102 Pool ID must be 6 characters.
- E-RFS103 Pool ID not found for this Issuer number.
- E-RFS104 Pool ID is associated with another Issuer.
- E-RFS105 Pool ID is on file but has not been issued yet.
- E-RFS106 Pool ID has been terminated.
- E-RFS107 Pool ID previously reported as paid-off.
- E-RFS110 Pool ID activity for this period belongs to another Issuer.
- E-RFS111 Pool ID no activity reported this period.

3. Adjust FIC: A signed field. The amount of adjustment, if any, to the pool FIC for the current Reporting Month. <u>Exception Messages</u>

- H-POOL050 FIC Adjustment should be specified when interest rate changed during the reporting period.
- E-POOL051 FIC Adjustment must be numeric.
- E-POOL052 FIC Adjustment must include a decimal point.
- E-POOL053 FIC Adjustment must include a sign in first position.
- H-POOL054 FIC Adjustment should equal the difference between the opening and closing Fixed Installment Constant (FIC) for the pool minus the FIC for loans liquidated during the reporting period.



### **Analyze Exceptions**

Severity Level	Correction Timeframe	Severity Description
E	Corrections to Pool and Loan Records as applicable; corrections on these exceptions are due no later than the 4th business day. Note: E-RFS111 Pool Record - No activity	Record cannot be processed – Exceptions must be addressed in order to complete monthly reporting; resubmit data as applicable to the particular RFS message. Exceptions can occur on any Pool, Loan, Sensitive, or Various records.
	Corrections must be addressed by the 4th	Generally, these are exceptions related to remittance
	associated with Pool and Loan reporting.	related to Pool reporting and/or Loan reporting.
н	Corrections should be addressed by the 10th business day.	Exceptions related to Pool reporting and/or Loan reporting data.
м	Corrections should be addressed by the 10th business day.	Single Family Loan Matching and/or Suspense; corrections may require research, and therefore corrections could be made in the following reporting period
L	Corrections should be addressed by the 10th business day.	Exceptions can occur on any reporting of Pool, Loan, Sensitive, or Various records.



#### Accessing Exception Feedback

				⅔ Communities ∨	Tools *
Applications			Bookmarks 🖉 Edit		
RFS	IPMS	Other Applications	Bloomberg	eMBS	
eNOTE	SecurID Token Validation	GinnieNET	FHA Connection	FHA Website	
File Upload	Verify Role Assignment	MFPDM	Fitchratings	Ginnie Mae	
IOPP			HUD	HUD Locator	
Issuer Feedback			Issuer Calendar	MBA	
MAS			MBS - DD	MBS - GA	
PA/EF			MBS Guide	MBS - MDS	
PA/MF			Pay.gov	Rural Housing	
PA / SF			VA - HUD	VALERI	
WHFIT					



### **RFS Summary Screen**

	Excepti	on Feed	back								
	1.0 Home	Summary I	Exceptions	Download Use	er Guide						
		A	BC Mortgage	Company							
		Issuer ID:		Report Period:							
				06/2021 ¥	GO						
				1	Summary						
	Last File Submission Date	07/01/202	113:35	ast Pool Summarization Dat	e 07/01/2	021 13:37					
	Pool Exceptions		23 Exception List 11 Exception List								
_	the coupers		11 Enclosed and		Delegent Loans						
	Reported Loans	Expected Loans	Liquidated Loan	B Delinquent Loans	Percentage	1 Month Delinquent	2 Months Delinquent	3+ Months Delinquent	Foreclosure	DQ2+	
1	38	42	(	0 0	0.0000%	0	0	0	0	0.0000%	
	0	0	(	0 0	0.0000%	0	0	0	0	0.0000%	
Total	38	42	(	0 0	0.0000%	0	0	0	0	0.0000%	
		Deposited Dayle	Executed Deale	Thitme	Ober Durch	Guarante Ess	<b>Fixed Instalment</b>	Unpaid Pool Principal	Security Remaining	Detected Day Melders	Internet Days Meldare
		Reported Pools	Lipecied Pools	T & FFURIDS	Other Purios	Guarancy Fee	Constant	Balance	Principal Balance	Phropa Due noders	interest due holders
1		41	42	\$13,700,261.17	\$0.00	\$83,938,52	\$2,904,387.39	\$828,098,081.72	\$778,353,788.84	\$922,459.89	\$2,018,153.30
		0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total		41	42	\$13,700,261.17	\$0.00	\$83,938.52	\$2,904,387.39	\$828,098,081.72	\$778,353,788.84	\$922,459.89	\$2,018,153.30
										Monthly Certification	



### **Overview of Exceptions**

#### Exception Feedback

Alert Li	st			
	Issuer ID:	Report Period: 06/2021 V		
			Error/Critical/High Exceptions	
			Error/Critical Exceptions (Only)	
		Severity	Alert ID	Count
		Error		
			RFS111 (Pool)	1
			RFS152 (Loan)	1
			RFS155 (Loan)	2
		Critical Warnin	9	
			LOAN655	4
			POOL104	3
			POOL452	3
			POOL453	2
			POOL751	1
			POOL752	6
			RFS204 (Loan)	3
		High Warning		
			POOL 801	1



### **Retrieve Exceptions**



Downloading of exception feedback is recommended.



1.0	Home Summary Exceptions Download User Guide	
Naviç	ation Overview	
Use t	e tabled links at the top of this page to navigate to the major functional areas of Exception Feedback:	
• Ho	e tabled links at the top of this page to navigate to the major functional areas of Exception Feedback: ne	
<ul> <li>Ho</li> <li>Su</li> </ul>	e tabled links at the top of this page to navigate to the major functional areas of Exception Feedback: ne nmary	
<ul> <li>Ho</li> <li>Su</li> <li>Ex</li> </ul>	e tabled links at the top of this page to navigate to the major functional areas of Exception Feedback: ne nmary eption	
<ul> <li>Ho</li> <li>Su</li> <li>Ex</li> <li>Do</li> </ul>	e tabled links at the top of this page to navigate to the major functional areas of Exception Feedback: ne nmary eption vnload	
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<ul> <li>Ho</li> <li>Su</li> <li>Ex</li> <li>Do</li> <li>The p</li> <li>Homo</li> <li>Clicki</li> </ul>	e tabbed links at the top of this page to navigate to the major functional areas of Exception Feedback: nmary eption vnload rpose and general content of each major functional area is described below. g on this tab from any page will return you to this home page.	



Home My Profile RFS File Upload					
Exception Feedback					6
1.0 Home Summary Exceptions D	ownload User Guide		In the second		
Issuer FA List Download Exception	IS Download Liquidations Do	winioad Summary Download 11/10A Downloa	ad Forbearances Download List of A	LL RFS Exceptions	
Issuer I	D:	Report Period:			
9225	~	12/2016			
		Download Exception Data	1		
Select a Data	a Set Type To Download: 💿 A	Il Exceptions		Download Subserviced Issuers	
	OE	rror Exceptions (only)			
	OE	rror and Critical Warning Exceptions		Box allows a Subservicer to download	
	0 c	citical Warning Exceptions (only)		Exceptions in 1 report for all Issuers for which there is an active form HUD 11707.	
	Он	ligh Warning Exceptions			
	O M	fedium & Low Exceptions			
	Os	ummarization Related Exceptions Only			
	ON	Ion-Summarization Related Exceptions Only			
		DOWNLOAD			
					_



0.1.0 Home Summary Exceptions Download User Guide	
suer FA List Download Exceptions Download Liquidations Download Summary Download 11710A Download Forbearances Downloa ABC Mortgage - Training Issuer ID: Report Period: 225 V 12/2016 V	ad List of ALL RFS Exceptions
Instructions         1) Right-click on the "Download Exceptions CSV File" link         2) Left-click on "Save Target As"         3) Type a new file ending with the letters ".csv" (example:MarOBexceptions.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 Exceptions CSV File	Open in new tab Open in new window Open in new InPrivate window Save target as Copy link



#### File opens as CSV

POOL	LOAN	ISSUER LOAN	SEVERITY	CODE	FIELD	VALUE	MESSAGE	EXPECTED	REC_TYPE	UPDATED
#AA7763	0		E	RFS111	Pool Id	#AA7763	no activity reported this perio	#	R	########
#BJ7409	222742192	2048260	E	RFS155	Ginnie Mae Unique L	#BJ7409	belongs to another pool.	#BJ7408	Ν	########
#BZ1879	118916609		E	RFS152	Ginnie Mae Unique L	#118916609	could not be found.	#	Ν	########
#CC9202	228525425	2048146	E	RFS155	Ginnie Mae Unique L	#CC9202	belongs to another pool.	#BG3101	Ν	########
#AW2873	225068636	2047532	С	LOAN655	Loan Unpaid Principa	#20754423.23	is not consistent with other v	# 20754489.22	А	########
#BJ7409	0		С	POOL104	Pool FIC	# 235130.36	should equal the sum of the L	# .00	R	########
#BJ7409	0		С	POOL452	Security RPB	# 52025924.42	should equal prior month Sec	#0	R	########
#BJ7409	0		С	POOL752	P&I Bank ID	#	should be specified.	#	Р	########
#BJ7409	229649941	2048260	С	RFS204	Ginnie Mae Unique L	:#	no activity is reported this pe	#01-JUN-21	R	########
#BJ7410	223095006	2048588	С	LOAN655	Loan Unpaid Principa	#4130413.67	is not consistent with other v	# 4130430.76	А	########
#BM5957	0		С	POOL453	Security RPB	# 48807889.00	should equal prior month Sec	# 46525288.00	R	########
#BM5957	0		С	POOL752	P&I Bank ID	#	should be specified.	#	Р	########
#BM5957	225119294	2049272	С	LOAN655	Loan Unpaid Principa	#49415903	is not consistent with other v	# 46525288.00	А	########
#BU0732	0		С	POOL453	Security RPB	# 24017974.00	should equal prior month Sec	# 21841363.00	R	########
#BU0732	0		С	POOL752	P&I Bank ID	#	should be specified.	#	Р	########
#BU0732	227043442	2049578	С	LOAN655	Loan Unpaid Principa	#26696354	is not consistent with other v	# 21841363.00	А	########
#BU0735	0		С	POOL752	P&I Bank ID	#	should be specified.	#	Р	########
#BZ1879	0		С	POOL104	Pool FIC	# 220639.77	should equal the sum of the L	# .00	R	########
#BZ1879	0		С	POOL452	Security RPB	# 59654577.25	should equal prior month Sec	#0	R	########
#BZ1879	228916609	2047101	С	RFS204	Ginnie Mae Unique L	#	no activity is reported this pe	#01-JUN-21	R	########



### **Pool Activity Save and Summarize**

#### Important Note: -

Issuers should always Save and Summarize the Pool Activity Record after any change to a Loan or Pool Activity Record.





### Activity

#### Polling Question #1

How are Summarization Alerts identified in Appendix VI-19 Report of Pool and Loan Data?

#### Exception message is printed in **BOLD** text

Exception message is printed in *italicized* text

Exception message is printed in a different color text

Summarization alerts are not identified in Appendix VI-19

 $\square$ 



### Activity

#### Polling Question #2

What % of data must load for Summarization to occur?

#### 100% of accepted data

50% of accepted data

75% of accepted data

А

90% of accepted data

B

D





Please return to complete the second half of today's session after a **5-minute** break



# Overview of Reporting Workflow



### **Module Objectives**

- What tasks should an Issuer be able to complete after training?
- What new information will Issuers be exposed to?



Describe 2 ways to report Pool and Loan level data



List when and which records are required to be reported



Describe how to report corrections



Explain how to **confirm a file was uploaded successfully** 



#### **Reporting Pool and Loan Level Data**

#### VIA MGM

#### **Online Entry**

Occurs through the RFS "activity" screens, such as the Loan Activity Screen and the Pool Activity Screen. Can also be used to view or edit data submitted in files.

#### **File Upload**

Issuers may upload data files less than "175 MB" in size through the web application screens (If exceeded, the user will get a message).

#### VIA SECURE FTP (SFTP)

#### Secure FTP Channel

Files submitted directly to Ginnie Mae via secure FTP channel. Typically done by IT Department; subservicer; service bureau. Requires coordination with Ginnie Mae/BNY to establish user account.



#### **Reporting "Corrections"**









				Arr Communities ∨ Tools
Applications			Bookmarks 🖉 Edit	
RFS	IPMS	Other Applications	Bloomberg	eMBS
eNOTE	SecurID Token Validation	GinnieNET	FHA Connection	FHA Website
File Upload	Verify Role Assignment	MFPDM	Fitchratings	Ginnie Mae
IOPP			HUD	HUD Locator
Issuer Feedback			Issuer Calendar	MBA
MAS			MBS - DD	MBS - GA
PA/EF			MBS Guide	MBS - MDS
PA/MF			Pay.gov	Rural Housing
PA/SF			VA - HUD	VALERI
WHFIT				



E	xception Feedback
1.0	Home Summary Exceptions Download User Guide
Navig	ation Overview
Use th	e tabbed links at the top of this page to navigate to the major functional areas of Exception Feedback:
• Ho	me
<ul> <li>Sur</li> </ul>	mmary
• Exc	ception
• Do	whited
The p	urpose and general content of each major functional area is described below.
Home	
Clickin	ig on this tab from any page will return you to this home page.



Exception re	edback					
1.0 Home Summa	ry Exceptions Download	User Guide				
Issuer FA List D	<b>Download Exceptions</b> Down	load Liquidations Download Summary Download	11710A Download Forbearances I	Download List of ALL		
RFS Exceptions						
	Issuer ID:					
	133061 10.					
		06/2024 4 00				
		06/2021 V				
		06/2021 V GO Functiona	Acknowledgement List			
suer File Name Reported		06/2021 V Functiona File Size	Acknowledgement List Receipt Date	Pool Count	Loan Count	Accepted/Reje
suer File Name Reported 's_l_issuer 1st file		06/2021 V Functiona File Size 20079	Acknowledgement List Receipt Date 2021-07-01 11:51	Pool Count 41	Loan Count 41	Accepted/Reje
suer File Name Reported (s_L_issuer 1st file (s_L_issuer 2nd file		06/2021	Acknowledgement List Receipt Date 2021-07-01 11:51 2021-07-01 12:48	Pool Count 41 41	Loan Count 41 41	Accepted/Reje



1.0 Home Sun Issuer FA List RFS Exceptio	mmary Exceptions Download Us Download Exceptions Download L	er Guide iquidations Download Summary Download 11710A Download Forbearances Download List of ALL	
	Issuer ID:	Report Period:	
		Issuer Functional Acknowledgement	
	File Name: Issuer ID; Date Received: User Account ID;	FA_I_issuerXXXX_20210601.XXXX XXXX 07/01/2021 Issuer	File Size 2097 Record Date: 6/1/2 Time Received: 1:31 File Accepted/Rejected: A
Counts in Submitted Fil	9		
	Pool Count: 41	Loan Count: 41	
	Sensitive Count: 0	Various Count: 0	
		End Issues Supplicant Askanuladarment	







PA Exception	Feedback					07/01/202	1 01:37:07PM			07/01/2	1
PA Functional Acknowledgement 07/01/2						07/01/202	1 01:31:43PM			07/01/2	1
PA Functional Acknowledgement 07/01/2021					1 12:48:42PM			07/01/2	1		
PA Functiona	Acknowled	gement				07/01/202	1 11:51:42AM			07/01/2	1
File Name	File Size	Issuer Id	Record Da	Receipt D	Receipt Time	User Id	Accept Flag	Pools	Loans	Sensitive	Various
File Name rfs_I_issuerX	File Size 20979	Issuer Id XXXX	Record Da 1-Jun-21	Receipt D 1-Jul-21	Receipt Time 11:51:41	User Id I_issuerXXXX	Accept Flag R	Pools 41	Loans 41	Sensitive 0	Various 0
File Name rfs_I_issuerX rfs_I_issuerX	File Size 20979 20979	lssuer Id XXXX XXXX	Record Da 1-Jun-21 1-Jun-21	Receipt D 1-Jul-21 1-Jul-21	Receipt Time 11:51:41 12:46:42	User Id I_issuerXXXX I_issuerXXXX	Accept Flag R R	Pools 41 41	Loans 41 41	Sensitive 0 0	Various 0 0





#### **Multifamily Activity Screens**

				Arr Communities ∨ 🗍 Tools ∨
Applications			Bookmarks 🖉 Edit	
RFS	IPMS	Other Applications	Bloomberg	eMBS
NOTE	SecurID Token Validation	GinnieNET	FHA Connection	FHA Website
ile Upload	Verify Role Assignment	MFPDM	Fitchratings	Ginnie Mae
OPP			HUD	HUD Locator
ssuer Feedback			Issuer Calendar	MBA
IAS			MBS - DD	MBS - GA
A/EF			MBS Guide	MBS - MDS
A/MF			Pay.gov	Rural Housing
PA/SF			VA - HUD	VALERI
VHFIT				



#### **Multifamily Activity Screens**

	A
.0	tome Pool Loan Quarterly Verification Prepayment Penalty User Guide
H	lome
lavigation	Overview
lse the tabb	bed links at the top of this page to navigate to the major functional areas of Multifamily RFS:
Home	
Pool	
Loan	
Quarterly	Verification
Prepaym	ent Penalty
User Gui	de
The purpose	and general content of each major functional area is described below.
Home	
Clicking on t	his tab from any page will return you to this home page.
Pool	
This tab take	es you to the Pool Activity screen. From the Pool List screen you can see the submission status of each pool, access a Pool Activity screen for monthly reporting, access an Edit Pool screen for any changes to normally
static pool d	ata (e.g., security rate, maturity date, etc.), drill down to individual loans in each pool, and summarize loan data to the pool level for validation purposes.
Loan	
This tab take	es you to the Edit Construction screen. From this tab you can access a loan list for a pool, access the Edit Project screen and access the Liquidate Loan function.
Edit Constru	ction tab, located on the Loan Screen, takes you to the Construction Activity page. This page is used to update existing Construction loan note data and to update monthly Construction loan activity data.
Edit Project	tab, located on the Loan Screen, takes you to the Project Activity page. This page is used to update existing project loan note data and to update monthly Project loan activity Data.



1.0 Home Pool Loan Quarterly Verificat Pool List Pool Activity	on Prepayment Penalty User Guide			
	DAVIS-PENN MORTGAGE CO.			
Issuer ID	Pool		R	eport Period GO
Issuer ID:	Pool ID: View 11710A	Report Period:		Type:
Opening FIC: 0				
Liquidations-In-Full FIC: 0	_	Opening Security RPB: 0	U	
Clasica FIC: 0	=	Cabadulad Drinslands (		
Security Int. Rate:		Curtailments: 0	0	
Install Interest		Liquidations: 0	0	
Pool Mortgage Rate: 0.0000		RPB Adjustment:	0	
Service Fee: 0		Total Principal: 0	0	
Int. Due Security Holder:				
Cash Due Security Holder:		R	leported	Calculated
		Closing Security RPB:		0
T & I Balance: 0		Released Security RPB:		
P & I Balance: 0				
Other Balance: 0		Guaranty Fee:		
Last Update Date:	Last Update By:		Last Pool Summarize Date	
	Custo	Ital Bank Information		
	Poo	a mansier history		



Link to Custodial Bank Information Link to Pool Transfer History Custodial Bank Information Principal Account#. Principal Bank ABA#: Escrow Bank ABA#: Escrow Account#: Replace Reserve Account#: Replace Reserve Bank ABA#: Construction Loan Account#: Construction Loan Bank ABA#: **Pool Transfer History** From Issuer **To Issuer** Type **Effective Date** 9225 11/01/2015 ssuance 03/01/2018 Transfer 9225 9228

Note: Ensure correct Bank Account and ABA numbers are reported for Pool Transfers.



		— Vie	w 11710	Α —			
Issu	ver ID		Pool ID		[	Report Period	
Issuer Detail							
Issuer ID: Name: Issuer Info		Pool	ID: Type: GNMA-I	Reporti Suffic: 2	ing Period: ( X		
Address:		Pool	Type: PL				
		Acco	unting Method: Concu	rrent Data			
Section 1 - Pool Administration	Total N	umber of Mtgs.	Fixed Install	nent Controls(\$)	Pool Interest(\$)	Pool Principal(\$)	
Balances from Last Report:		1		11,565.78	-	1,414,385.00	
nstallment Collections:		-		-	9,281.90	2,283.88	
Additional Principal Collections:		-		-		0.00	
iquidations-in-Full:		0		0.00	0.00	0.00	
Other:		0		0.00	0.00	0.00	
Balances this Monthend :		1		11,565.78	-	1,412,101.12	
Inst	tallments Delinquent				Inter	est(\$) Principal(\$)	
Total Number of Delinquencies % De	elinquencies 1 Month	2 Months 3 Month	s Foreclosed	Pr	repaid:	0.00 0.00	
0	0 0	0 0	0	D	elinquent:	0.00 0.00	
Servicing 294.68 Fee(\$):							
Calculated FIC Ca Amount(\$): 11,565.78 Int	alculated 9,266 terest:	.91					
Scheduled 2,298.87 Av Principal(\$): Ra	eighted verage Interest 7.875 ate(%):						



	and the second second second							
Schedule	d Principal(\$)	Additiona	I Principal(\$)	Liquidati	ons(\$)	Other Adjustr	ments(\$)	Total Principal(\$)
	2,298.87		0.00		0.00		0.00	2,298.87
	Interest Due Secu	rity Holders:	8,972.73					
Security Interest Rate(%): 7.825	Total Cash Distrib Holders:	ution Due	11,271.60					
	Deferred Interest	Paid Holders:	0.00					
Section 3 -Principal An	nount of Securities							
Principal Amount of Sec	urities from Last Report	1,412,101.12			Section 4- Rem	ittance Due on	Ginnie Mae	
Principal Distributed to H	olders of This Report	2,298.87			Guaranty Fee R	ate(%):	0.0013	
Principal Available for D	stribution to Holders:	0.00			Ginnie Mae Gua	aranty Fee(\$):	152.98	
Principal of Securities Ti	his Month End:	1,409,802.25			Other Adjustme	nts(S):	0.00	
Section 5- Status of Cu	stodial Funds							
Principal and Interest Cu	stodial Bank:	Princip	al and Interest					
		Funds	at Month End(5):	-0.12				
Account Number: 0		Monthe	end(S):	41,411.83				
Escrow Custodial Bank:		Other Monthe	Funds at and(\$):	0.12				



#### Loan Activity Screen

Pool A	ccounting – Multifam	ily			
1.0 Hom	e Pool Loan Quarterly Verifica	tion Prepayment Penalty User	Guide		
Loan					
	Issuer ID	Unique Loan ID		Report Period	
	~			► GO	
Issuer ID:	Pool ID:	Pool Type:	Unique Loan ID:	Loan Type:	~
	Case #:			Security Int. Rate:	
1	ssuer Loan ID:			Loan Int. Rate: 0	
	OPB: 0			First Payment: mm/dd/yyyy	
	Company:			Maturity: mm/dd/yyyy	
	Address:			TIN:	
	City:			Orig.UPB: 0	
	State: Zip:			FIC: 0	
	Active:				
Borrower Activity	During Reporting Period			Interest Principal	
In Fe	oreclosure: N		Delinquent: 0	0	
Re	ecord Date: mm/yyyy		Prepaid: 0		
Prior Pay	ment Date: mm/dd/yyyy		Opening UPB:	0	
Last Install	ment Date: mm/dd/yyyy		Installment: U		
			Curtailment:		
			Adjustments: U		
			Closing LIPB:	0	
- Laet Liz	viate Date:		Last Undate By:	0	
Custop	date Date.	Project Loan Various	Data Fielde		
		Project Loan Various	Data i isius		
		SAVE			



#### Loan Activity Screen

#### Link from Loan Screen for Various Data

Ξ	Project Loan Various Data Fields						
	Loan to Value: 000.00	MIN ID:	MOM: 💙	Debt Service Ratio: 00.0000			



### Loan Liquidation Activity Screen

			ć
			10
1.0 Home Pool Lo	an Quarterly Verification Prepa	yment Penalty User Guide	
Issuer ID 9225	Unique Loan ID 20000003	Report Period 02/2015 GO	
Issuer ID: 9225	Pool ID: AE4154	Pool Type: PN CD X Unique Loan ID: 20000003	Loan Type: FMF 🗸
	Case #: 00000001111222		Security Int. Rate: 4.0900
	Issuer Loan ID: 760		Loan Int. Rate: 4.3900
	OPB: 5605300.00		First Payment: 09/01/2013
	FIC: 32709.49		Maturity: 02/01/2036
	Orig.UPB: 5605300.00		Active:
Liquidation Activity During Reporting Per	iod	Interest	Principal
Recor	i Date: 02/2015	Opening UPB:	+5378672.51
Prior Paymer	t Date: 02/01/2015	Liquidation: 19676.98	13032.51
Last Installmen	t Date: 02/01/2015	Liquidation Balance:	5365640.00
Removal R	eason: Mortgagor Payoff 🗸		•
Remova	I Date: 02/27/2015		



### **Example of Liquidation**

#### Example of Liquidation Record

Issuer ID: 9225	Reporting Month: 02/2015	Pool #: AE4154	P&I: 32709.49
Case #: 000000001111222	Date Removed: 02/27/2015	Loan Type: FMF	Interest Rate: 4.39
Payment Due Date	Interest Due	Principal Remitted	Balance
2/1/2015			5,378,672.51
3/1/2015	19676.98	13032.51	5,365,640.00
	Total Interest Due	Total Principal Remitted	Liquidation Balance
	19676.98	13032.51	5,365,640.00

Reason Codes:	X 1. Mortgagor Payoff	2. Repurchase	3 Foreclosure w/claim pmt
	4. Loss Mitigation	5. Substitution	6. Other



#### **Pool List**

**Pool Accounting – Multifamily** ÷ Quarterly Verification Prepayment Penalty User Guide 1.0 Pool List Pool Activity Report Period Issuer ID Pool ID V GO Pool ID Ranges: 427475 - 650887 🗸 Page 1 2 3 4 5 6 7 Pool ID Pool Status Total Loans Reported Loans Loans Liquidated Pool Type Program 427475 PL Submitted 0 RX 560169 Submitted PN 573939 Submitted PN 573942 Submitted PN 586840 Submitted 586844 RX Submitted PN 588855 Submitted RX 586856 Submitted 586866 RX Submitted PN 586867 Submitted PN 586868 Submitted PN 597682 Submitted 597684 PN Submitted 597685 PN Submitted



#### Loan List

Pool Accounting	– Multifamily		
1.0 Home Pool Loan Loan List Pool List Ed	Quarterly Verification Prepayment tit Construction Edit Project Liquidate	t Penalty User Guide Loan	¢
issuer ID	Pool ID	Unique Loan ID	Report Period
Press Go and pop-up message appears. Must enter Pool Number to retrieve the Loan List.	Message from webpage Please enter a P Don't let this page	e X Pool ID to see the Ioan list e create more messages OK	



#### **MF Loan List**

				(
1.0	Home Pool Loan	Quarterly Verification Prepayme	nt Penalty User Guide	
	Issuer ID	Pool ID	Unique Loan ID	Report Period
	<b>v</b>	080844		
ue Loan ID Rai	nges: 102574817 - 💙			Page 1
	Unique Loan ID 🎥	Issuer Lo	an Id Loan St	atus
	102574817	2580800	58 Correct	ed Activity
	102574618	2580800	69 Correct	ed Activity
	102574619	2580800	71 Correct	ed Activity
	102574620	2580800	73 Correct	ed Activity
	102574621	2580800	74 Correct	ed Activity
				Page 1
Select le	oan you want to view/ed	it by clicking on		
ULID.				



1.0 Hom	ne Pool Loan Quarterly Verifi	ication Prepayment Penalty User G	uide	
Pool	List Pool Activity			
	Issuer ID	Pool ID 586844		Report Period 05/2018 V GO
Issuer ID:	Pool ID: 586844 Opening FIC: 4988.09	Report Period: 05/2018	Type: RX CD X	View 11710A
Liquida	ations-In-Full FIC: 0.00		Opening Security RPB: 517693.0	14
[	Closing FIC: 4986.09		Scheduled Principal: 1750.51	
-	Security Int. Rate: 7.0000		Curtailments: 0.00	
- Dec	Install Interest: 3246.46		Liquidations: 0.00	
-	Service Fee: 88.88		Total Principal: 1750.51	
Int. Du	e Security Holder: 3019.88			
Cash Du	e Security Holder: 4770.39		Closing Security RPB: 515942.5	Calculated 515942.53
	T & I Balance: 91899.08		Released Security RPB: 515943.0	0
	P & I Balance: -0.05 Other Balance: 0.05		Guaranty Fee: 58.08	
Repla	scement Reserve: 386902.25			
Last Update Date: 0	6/17/2020 14:37:43	Last Update By: [_cchristensen3	Last Pool Summ	varize Date: 10/21/2020 15:58:39
		Custodial Bank Inform	ation	
		Pool Transfer Histo	ŋy	



#### Loan Activity Screen

÷ Quarterly Verification Prepayment Penalty User Guide 1.0 oan List Pool List Edit Construction Edit Project Liquidate Loan Poor List Edit Construction Edit Project Liquidate Loan Report Period Issuer ID Unique Loan ID 05/2018 V CO ~ 102574617 Pool RX Loan Type: FMF 🔽 Issuer ID: Pool ID: 586844 CD X Unique Loan ID: 102574617 Type Case #: 00000006535552 Security Int. Rate: 7.0000 Issuer Loan ID: 258080058 Loan Int. Rate: 7.5000 OPB: 119300.00 First Payment: 06/01/2002 Maturity: 05/01/2032 Company: X 1 TIN: XXXXX5589 Addres City: Aberdeen Orig.UPB: 0 State: MS Zip: 397300000 FIC: 834.16 Active: Y Borrower Activity During Reporting Period Interest Principal In Foreclosure: N Delinquent 0.00 0.00 Prepaid: 0.00 Record Date: 05/2018 0.00 Prior Payment Date: 04/01/2018 Opening UPB: +86900.42 Last Installment Date: 05/01/2018 Installment 543.13 291.03 Curtailment 0.00 Adjustments: +0.00 +0.00 Net Adjust UPB: +86609.39 Closing UPB: ۰ Last Update Date: 07/17/2019 16:39:46 Last Update By: I\_User Project Loan Various Data Fields SAVE



### **RFS Pool Activity Save & Summarize**

#### Important Note:

Issuers should always Save and Summarize the Pool Activity Record after any change to a Loan or Pool Activity Record.





#### **Download Screen**

	Download Screen:
Download	d screen provides ability to access the following:
1.	Download Exceptions
	<ul> <li>Subservicer has the ability to download all issuers in one file</li> </ul>
2.	Download Liquidations
	<ul> <li>May choose to download 1 month or several months</li> </ul>
3.	Download RFS Summary Screen
4.	Download all 11710A's. Use this download to view all Pool data fields.
	Reconcile delinquency number
	P&I and T&I bank balance per pool
	Review bank account data after Pool Transfer





# Examples of Reporting Pool & Loan Data



#### Non-Amortizing PN – 1<sup>st</sup> Month Reporting

1.0 Home Po Pool List Po		Prepayment Penalty User Guide		
	ABC Mortga	ge		
Issuer ID 9225	Pool ID 789456	Report Period 12/2014 GO		
Issuer ID: 9225	Pool D: 789456	Туре:	PN CD X	
ſ	Opening FIC: 0.00		View 11710A	
Liquidatio	ons-In-Full FIC: 0.00	Opening Sec	curity RPB: 5126000.00	
Adju	ustment to FIC: 27003.92			
	Closing FIC: 27003.92	Scheduler	d Principal: 0,00	
Sec	unity Int. Rate: 4.0000	Cu	urtailments: 0.00	
	install Interest: 0,00	u	quidations: 0,00	
Pool M	lortgage Rate: 4,3800	RPB A	djustment: 0.00	
	Service Fee: 0.00	Tota	al Principal: 0.00	
Int. Due Se	ecurity Holder: 17086.67			
Cash Due Se	ecurity Holder: 17086.67		Reported	Calculated
		Closing Sec	curity RPB: 5126000.00	5126000.00
	T & I Balance: 47640.11			
	P & I Balance: 0.00	Gua	aranty Fee: 555.32	
c	Other Balance: 0.00			
Replacer	ment Reserve: 0.00			
Construe	ction Principal: 0.00			



### **Construction Loan Draw**

	Construction Edit Project Liquidate Loan		
Issuer ID 9225	ABC Mortg Unique Loan ID 200000002	Report Period 02/2015 GO	
Issuer ID: 9225	Pool ID: 448866	Pool Type: CL CD X Unique Loan ID:	Loan Type: FMF 🗸
	Case #. 000111111111111		Security Int. Rate: 3.6600 Loan Int. Rate: 3.9100
	OPB: 8311315.00 Company: NA		First Payment: 01/01/2015 Maturity: 02/01/2056
	Address:		TIN: XXXXX2586
	City: State: Zip:		Orig.UPB: 8311315.00
			Active: Y
in i	Loan Activity During Reporting Period	Delinquent: 0.00 Prepaid: 0.00	Principal
Prior Pa	syment Date: 01/01/2015	Opening UPB:	+8311315.00
Last Inst	alment Date: 02/01/2015	Installment: 27081.03	
		Curtailment:	0.00
		Adjustment: +0.00	
		Draw:	+86034.00



### **Construction Pool Draw**

												45
1.0	Home P	ool Loan	<b>Quarterly Verif</b>	ication Prepaym	nent Penalty	User Guide						
	Pool List P	ool Activity										
	POOLEISE POOLACUV	ity		ABC Mortgage								
	Issuer ID		Pool ID	5.5	Report Period							
	9225		448866		02/2015 🗸	GO						
	Issuer ID: 9225	Pool ID:	448866				Туре:		CL CD	Х		
		Opening FIC:	0.00						View 1171	<u>0A</u>		
	Liquida	tions-In-Full FIC:	0.00					Opening Security RPB:	8397349.00			
	Ad	ljustment to FIC:	0.00					Draw Amount:	86034.00			
		Closing FIC:	0.00					Scheduled Principal:	0.00			
	Se	ecurity Int. Rate:	3.6600					Curtailments:	0.00			
		Install Interest:	27081.03					Liquidations:	0.00			
	Pool	Mortgage Rate:	3.9100					RPB Adjustment:	0.00			
		Service Fee:	1749.44					Total Principal:	0.00			
	Int. Due	Security Holder:	25611.91									
	Cash Due :	Security Holder:	25611.91						Reported		Calculated	
								Closing Security RPB:	8397349.00		8397349.00	
		T & I Balance:	0.00									
		P & I Balance:	0.00					Guaranty Fee:	909.71			
		Other Balance:	0.00									
	Replac	ement Reserve:	74457.77									
	Constr	uction Principal:	0.00									
					Custodial Ba	nk Information						



### Loan Liquidation

			ſ.
1.0 Home Poo	I Loan Quarterly Verification Prepayn	nent Penalty User Guide	
Loan List P	ool List Edit Construction Edit Project Liquid	date Loan	
Loan List Pool List Edit	Construction Edit Project Liquidate Loan	1e	
Issuer ID	Unique Loan ID	Report Period	
9225	20000003	02/2015 V GO	
uidated Loan.			
Issuer ID: 9225	Pool ID: AE4154	Pool Type: PN CD X Unique Loan ID: 2000000	03 Loan Type: FMF 🗸
	Case #: 000000001111222		Security Int. Rate: 4.0900
	Issuer Loan ID: 760		Loan Int. Rate: 4.3900
	OPB: 5605300.00		First Payment: 09/01/2013
	Company:		Maturity: 02/01/2036
	Address:		TIN: 20000(5160
	City:		Orig.UPB: 5605300.00
	State: Zip:		FIC: 32709.49
	Active: L		
	Borrower Activity During Reporting Period	Interest	Principal
In	Foreclosure: N	Delinquent: 0.00	0.00
	Record Date: 02/2015	Prepaid: 0.00	0.00
Prior F	ayment Date: 01/01/2015	Opening UPB:	+5391657.52
Last Ins	taliment Date: 02/01/2015	Installment: 19724.48	12985.01
		Curtailment:	0.00
		Adjustments: +0.00	10.00
		Closico UDB:	+0.00
		Crosing Urb.	+53/00/2.51



### **Pool with Liquidation**

Pool Accounting – Multifamily

÷ Quarterly Verification Prepayment Penalt 1.0 Loan List Pool List Edit Construction Edit Project Liquidate Loan Pool List Pool Activity ABC Mortgage Report Period Issuer ID Pool ID 02/2015 V GO 9225 🗸 AE4154 Issuer ID: 9225 Pool ID: AE4154 Type: PN CD X Opening FIC: 32709.49 View 11710A Liquidations-In-Full FIC: 32709.49 Opening Security RPB: 5378672.51 Adjustment to FIC: 0.00 Closing FIC: 0.00 Scheduled Principal: 13032.51 Security Int. Rate: 4,0900 Curtailments: 0.00 Install Interest: 19724.48 Liquidations: 5365640.00 Pool Mortgage Rate: 4.3900 RPB Adjustment: 0.00 Service Fee: 2692.58 Total Principal: 5378672.51 Int. Due Security Holder: Cash Due Security Holder: Reported Calculated Closing Security RPB: 0.00 0.00 T & I Balance: 30089.24 P & I Balance: 5397004.82 Guaranty Fee: 582.69 Other Balance: 484080.53 Replacement Reserve: 388483.67 Construction Principal: 0.00 • **Custodial Bank Information** 



#### Interest Rate Reduction – Liquidation Reason

Borrower Activity During Reporting Period	Interest	Principal
In Foreclosure: N	Delinquent: 0.00	0.00
Record Date: 03/2016	Prepaid: 0.00	0.00
Prior Payment Date: 02/01/2016	Opening UPB:	+1355493.88
Last Installment Date: 03/01/2016	Installment: 5083.10	1306.99
	Curtailment:	0.00
	Adjustments: +0.00	
	Net Adjust UPB:	+0.00
	Closing UPB:	+1354186.89
iquidation Activity During Reporting Period	Interest	Principal
Record Date: 03/2016	Opening UPB:	+1354186.89
Prior Payment Date: 03/01/2016	Liquidation: 5078.20	1311.89
Last Installment Date: 03/01/2016	Liquidation Balance:	1352875.00
Removal Reason: Other		
Removal Date: 03/31/2016		





#### After reporting Loan activity

After reporting Pool activity

After reporting Sensitive activity









#### Pool/Sensitive Records

Loan/Various Records

Pool/Loan/Sensitive/Various Records



### Activity

- 1. Analyze the Exception Feedback download file
- 2. As a group, discuss key alerts:
  - Which alerts need to be addressed first?
  - How would you clear critical alerts?
  - What are the steps involved in addressing each alert?

POOL	LOAN	ISSUER LOAN	SEVERITY	CODE	FIELD	VALUE	MESSAGE	EXPECTED	REC_TYPE	UPDATED
#AA7763	0		E	RFS111	Pool Id	#AA7763	no activity reported this period	#	R	пилиния
#BJ7409	222742192	2048260	E	RFS155	Ginnie Mae Unique L	(#BJ7409	belongs to another pool.	#BJ7408	N	пининия
#BZ1879	118916609		E	RFS152	Ginnie Mae Unique L	#118916609	could not be found.	#	N	пилиния
#CC9202	228525425	2048146	E	RFS155	Ginnie Mae Unique L	#CC9202	belongs to another pool.	#BG3101	N	пилиния
#AW2873	225068636	2047532	С	LOAN655	Loan Unpaid Principa	#20754423.23	is not consistent with other v	# 20754489.22	A	пилилии
#BJ7409	0		С	POOL104	Pool FIC	# 235130.36	should equal the sum of the l	# .00	R	пининии
#BJ7409	0		С	POOL452	Security RPB	# 52025924.42	should equal prior month Sec	#0	R	nunnun
#BJ7409	0		С	POOL752	P&I Bank ID	#	should be specified.	#	Ρ	пилинии
#BJ7409	229649941	2048260	С	RFS204	Ginnie Mae Unique L	c#	no activity is reported this pe	#01-JUN-21	R	пилиния
#BJ7410	223095006	2048588	С	LOAN655	Loan Unpaid Principa	#4130413.67	is not consistent with other v	# 4130430.76	A	пининии
#BM5957	0		С	POOL453	Security RPB	# 48807889.00	should equal prior month Sec	# 46525288.00	R	*****
#BM5957	0		С	POOL752	P&I Bank ID	#	should be specified.	#	Р	пилиния
#BM5957	225119294	2049272	С	LOAN655	Loan Unpaid Principa	#49415903	is not consistent with other v	# 46525288.00	A	*****
#BU0732	0		С	POOL453	Security RPB	# 24017974.00	should equal prior month Sec	# 21841363.00	R	*****
#BU0732	0		С	POOL752	P&I Bank ID	#	should be specified.	#	Р	*****
#BU0732	227043442	2049578	С	LOAN655	Loan Unpaid Principa	#26696354	is not consistent with other v	# 21841363.00	A	*****
#BU0735	0		С	POOL752	P&I Bank ID	#	should be specified.	#	Р	*****
#BZ1879	0		С	POOL104	Pool FIC	# 220639.77	should equal the sum of the l	# .00	R	*****
#BZ1879	0		С	POOL452	Security RPB	# 59654577.25	should equal prior month Sec	#0	R	*****
#BZ1879	228916609	2047101	С	RFS204	Ginnie Mae Unique L	#	no activity is reported this pe	#01-JUN-21	R	пинник





### **Upcoming Course Agenda**





Multifamily Investor Reporting Session 3: Friday, June 28







