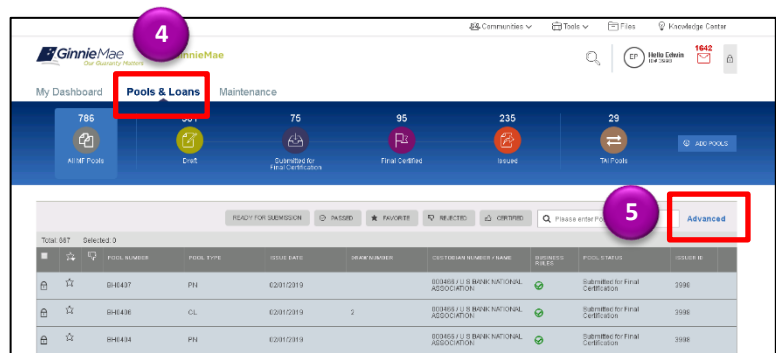


ACCESSING MFPDM

1. Navigate to MyGinnieMae via <https://my.ginniemae.gov>.
2. Select **Login**.
3. Login with your MGM credentials.
4. Select **Pools & Loans** to access the MFPDM Applications.

NOTE: The Pools & Loans Page displays a list of pools associated with the selected Issuer ID.



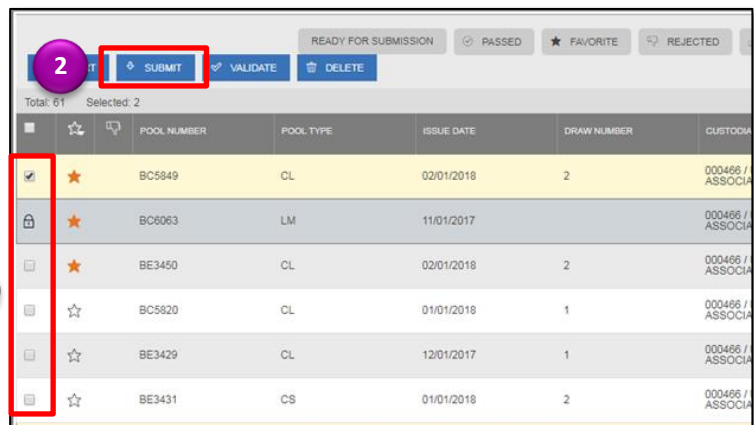
POOL SUBMISSION METHODS

Users have the option to submit Pools from various locations in the MFPDM application.

Pools & Loans – Checkbox

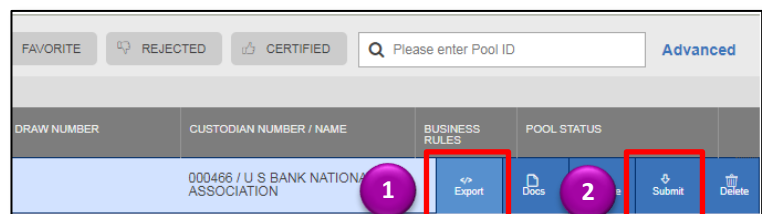
Users can submit a single pool or multiple pools in bulk from the Pools & Loans page.

1. Select the **checkbox(es)** next to the pool(s) you would like to submit.
2. Select the **Submit** button from the table header once the pools are selected.



Pools & Loans – Row Action

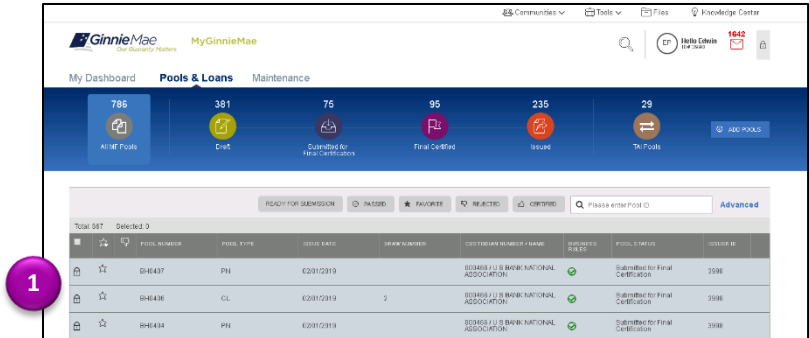
1. Select the **ellipsis** button on the right side of a pool.
2. Select the **Submit** button.



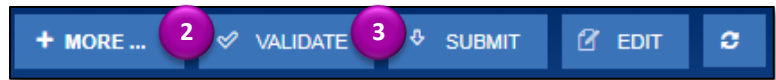
Pool Details

1. Select the Pool number from the Pool list.

The Pool Details page will display.



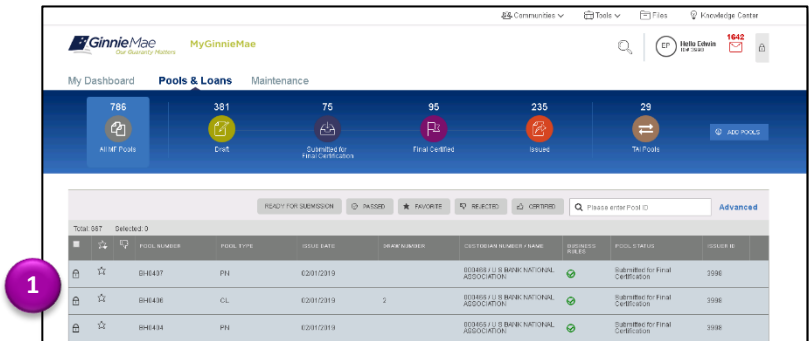
2. Select the **Validate** button to validate the pool.
3. Select the **Submit** button once the pool is validated to submit the pool.



Draw History Details

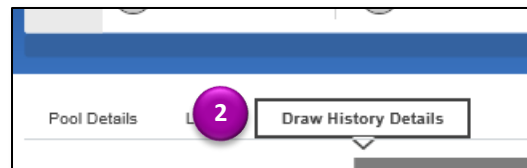
1. Select the Pool number from the Pool list.

The Pool Details page will display.



2. Select **Draw History Details** to open the Draw History Details page.

The Draw History Details page will display.



3. Select the **Validate** button to validate the pool.
4. Select the **Submit** button once the pool is validated to submit the pool.

