Introduction to Single Family Virtual Issuer Training

Ginnie Mae Reporting and Feedback System (RFS)

October 27, 2021

SINGLE FAMILY VIRTUAL ISSUER TRAINING

Presenter

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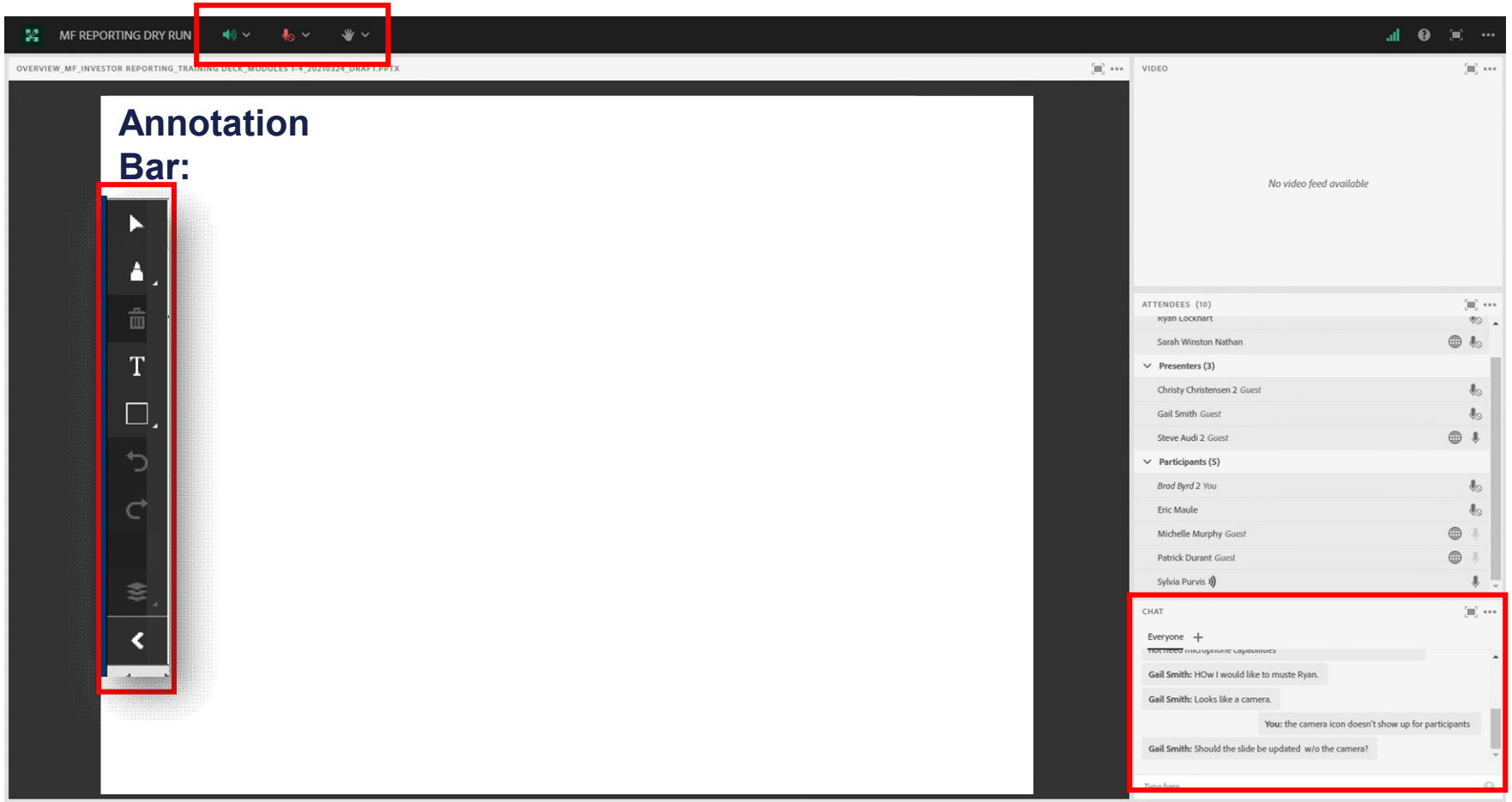
Steve Audi

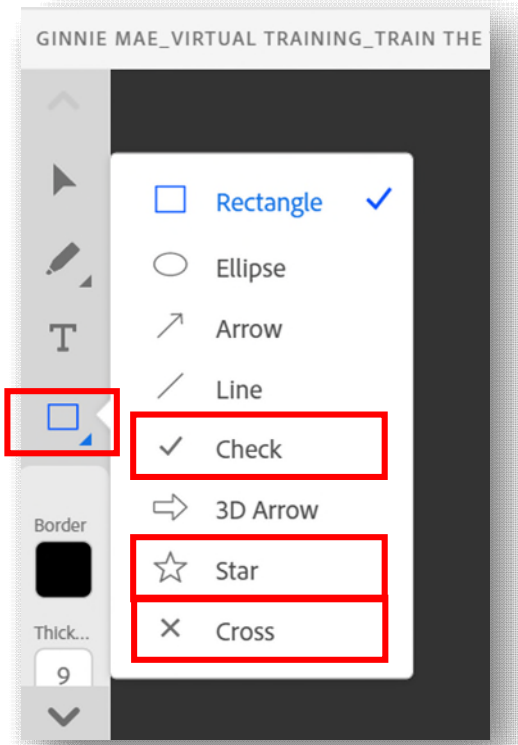
INTERACTION INSTRUCTIONS

Audio/Microphone/Actions:



INTERACTION INSTRUCTIONS

Annotations:



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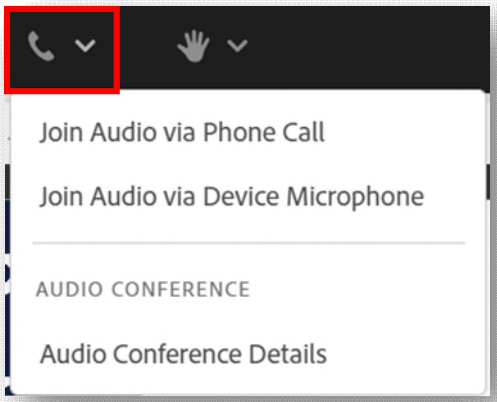

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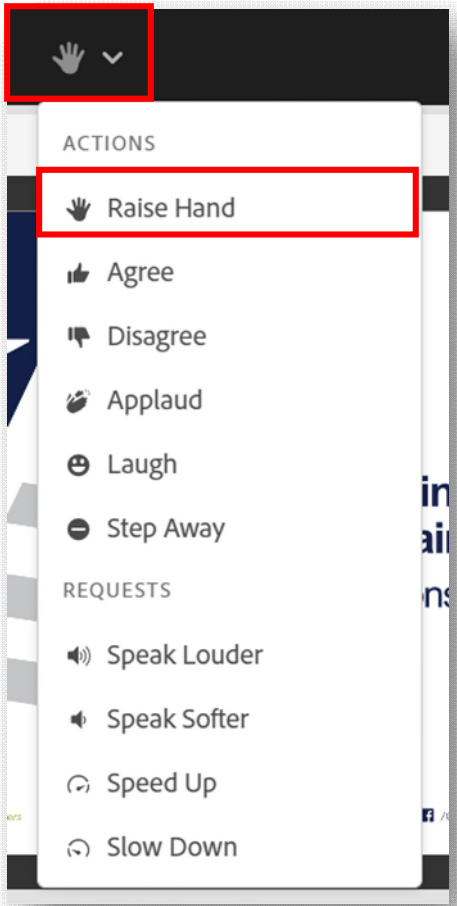
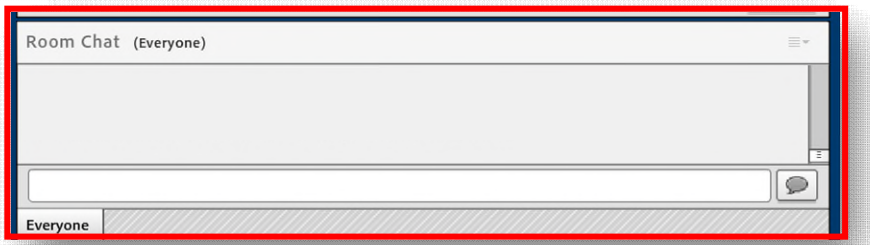


Chat Box:



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

Topics Covered in Session 1:

1 Introduction

- Explain the purpose of Investor Reporting Training
- List Issuers' primary responsibilities
- Describe the characteristics of sub-servicing partnerships
- List the consequences of non-compliance

2 Reference Documentation

- List the resources and reference documentation available to Issuers
- List which resources are useful for a given job task
- Explain basic Ginnie Mae terminology

3 RFS Reporting Timelines

- Explain monthly pool and loan reporting deadlines
- Describe sequences of actions in the reporting timeline
- Explain when and how often pool and loan data must be reported
- State when critical alerts must be cleared

3 E-Notification

- Describe where to find critical job alerts
- Recognize what information in E-Notifications is important (critical alerts)
- Explain how to resolve/address E-Notifications

AGENDA

Session 1:

1 | Introduction

2 | Reference Documentation

3 | RFS Reporting Timelines

4 | E-Notification

Session 2:

5 | **RFS Monthly Report of Pool and Loan Data**

6 | **RFS Exception Feedback**

7 | **Overview of Reporting Workflow**

Session 3:

8 | Additional Reporting Requirements

9 | Cash and Reconciliations

RFS Monthly Report of Pool and Report Loan Data

OBJECTIVES: RFS MONTHLY REPORT OF POOL & LOAN DATA

What tasks should an Issuer be able to complete after training?

What new information will Issuers be exposed to?

Module Objectives

- List the **four types of RFS records**
- Explain how to **edit records appropriately**
- Define **which calculations are performed by RFS**
- Distinguish which **fields an Issuer is responsible for reporting and editing**

REPORTING TIMELINE

- 100% of Pool and Loan data must be reported by 7 PM ET on 2nd business day.
- Critical RFS Alerts must be cleared by 7 PM ET on 4th business day.

OVERVIEW OF RFS RECORDS

MBS Guide Appendix VI-19 RFS Issuer Monthly Report of Pool and Loan data provides the detailed specifications for these records.

(https://ginniemae.gov/issuers/program_guidelines/MBSGuideAppendicesLib/Appendix_VI-19.pdf)

P – POOL RECORD

Pool Record

- This record contains data elements related to the Ginnie Mae pool, one record reports on one pool.
- The “P” record represents the end of report period status of the pool (activity netted to reporting period end).
- Includes “unscheduled principal” (based on loan level data).
- Page 7 of Appendix VI-19 RFS Issuer Monthly Report Of Pool and Loan Data.

Sample: P690999	+.00	38815.81	2627.83	+.31	.00	.00	6644095.44	+99460.38

IMPORTANT CALCULATIONS PERFORMED BY RFS

Pool Record

The below fields are calculated for purposes of editing; for loan and pool accounting; and for Pool summary data ("11710A"). The Security RPB is reported by issuer.

Fields "calculated" by RFS: (not reported by issuer)

- Opening Security RPB
- Scheduled Principal
- Interest Due Security Holder
- Cash Due Security Holder
- "Calculated" Closing Security Balance (RFS compares this to issuer reported Security RPB)
- Guaranty Fee
- Liquidations in Full – FIC field
- **Issuers report Adjustments to FIC, Closing FIC (RFS compares reported value to total Loan FIC)**

P – POOL RECORD

P – Pool Record Field #	Field Name	Remarks	Description
1	Record Type	Constant P - Pool	The letter P will be the first character on each pool record.
2	Pool ID	Must be a valid Ginnie Mae pool.	The Ginnie Mae Pool identifier assigned by Ginnie Mae at pooling to the pool/loan package.
3	Adjust FIC	99999999.99 Signed Field	The amount of adjustment, if any, to the pool FIC for the current Reporting Month.
4	**Pool FIC**	99999999.99	Dollar amount of the Fixed Installment Control for this pool for this reporting period.
5	Servicing Fee	99999999.99	Dollar amount of the Servicing Fee as calculated per the Ginnie Mae MBS Guide. If the Issuer calculates a Servicing Fee value that is negative, report zeroes to RFS.
6	**Weighted Average Interest Rate**	99.9999	The weighted average interest rate per the Ginnie Mae MBS Guide. Required for Ginnie Mae I Manufactured Housing pools and for **all** Ginnie Mae II pools.
7	Net Adjust RPB	9999999999.99 Signed Field	Adjustment to principal remitted to security holders. (For construction and serial note pools, this value must be zero.).
8	Deferred GPM Interest	99999999.99	Deferred Interest paid holders (GPM only): For GPM pools only, the dollar amount that is attributed to interest previously deferred and added to the principal of each loan that was paid to security holders in the current reporting month.
9	Serial Note	9999999999.99	Serial Notes principal available for distribution to holders. This field is only used for Serial Note pools.

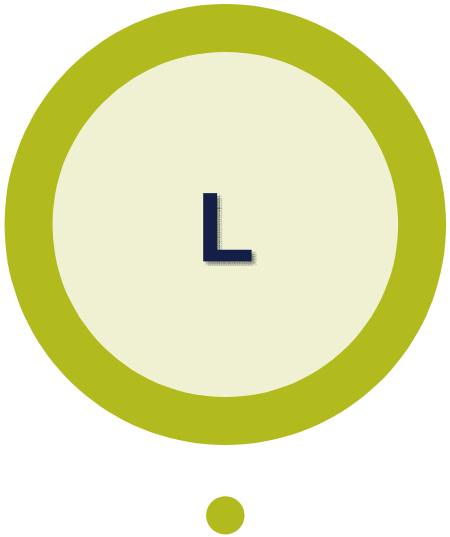
P – POOL RECORD

P – Pool Record Field #	Field Name	Remarks	Description
10	**Security RPB**	9999999999.99 The reported security RPB for the reporting period.	The Security remaining unpaid principal dollar amount of this pool as of the end of this reporting period. The Security RPB reported to RFS must be equal to the final RPB monthly report. The final Security RPB is the reported value that RFS releases to the CPTA after 7 PM (Eastern Time) on the 4th business day.
11	T&I Escrow Balance	99999999.99 Signed Field	The dollar amount of the balance of tax and insurance account applicable to this pool as of the reporting period. Include any funds advanced by the Issuer for individual mortgage deficit escrow.
12	P&I Fund Balance	99999999.99 Signed Field	The dollar amount of the balance in the Principal and Interest account for this pool as of the reporting period.
13	Other Balance	99999999.99 Signed Field	The dollar amount of the balance of other funds.
14	Replacement Reserve Balance	99999999.99	Total dollar amount of all repair and replacement funds applicable to the pool as of the reporting period. Applies to Multifamily only.
15	Construction Loan Principal Balance	99999999.99 Signed Field	The principal portion of the payment collected when construction has not been completed prior to the required commencement of amortization. Applies to Multifamily only.
16	P&I Account Number		The custodial bank account number holding the principal and interest for this pool.
17	P&I Bank ID		The American Bankers Association routing number of the custodial bank where the principal and interest of the pool is held.

P – POOL RECORD

P – Pool Record Field #	Field Name	Remarks	Description
18	T&I Account Number		The custodial bank account number holding the taxes and insurance for this pool.
19	T&I Bank ID		The American Bankers Association routing number of the custodial bank where the taxes and insurance of the pool is held.
20	Replacement Reserve Account Number		The custodial bank account number holding the repair and replacement fund for this Multifamily pool.
21	Replacement Reserve Bank ID		The American Bankers Association routing number of the custodial bank holding the repair and replacement fund for this Multifamily pool.
22	Construction Loan Principal Account Number		The custodial bank account number holding the principal for this Multifamily pool.
23	Construction Loan Principal Bank ID		The American Bankers Association routing number of the custodial bank holding the principal funds for this Multifamily pool.
24	Filler		Reserved for future use.
25	Filler		Reserved for future use.

L – LOAN RECORD



Loan Record

- This loan level record contains data elements related to the active loans associated with the pool records (one record for each loan).
- The “L” record represents the end of report period status of the loan (activity netted to reporting period end).
- An “L” record is reported for Loan(s) liquidating from the pool in the report period.
- ULID = Ginnie Mae assigned Unique Loan ID
- Page 12 of Appendix VI-19 RFS Issuer Monthly Report Of Pool and Loan Data.

Sample: L999894710690999FHA00494356772170310012960901200908012039055.5000 118284.00 671.6011012010N

L – LOAN RECORD

L – Loan Record Field #	Field Name	Remarks	Description
1	Record Type	Constant L – Loan	The letter L will be the first character on each loan record.
2	Unique Loan ID		A number assigned by Ginnie Mae, which uniquely identifies this loan. See the appendix to this document, which provides additional Unique Loan ID information.
3	Pool ID	Must be a valid Ginnie Mae pool.	The Ginnie Mae Pool identifier assigned by Ginnie Mae at pooling to the pool/loan package.
4	Loan Type	FHA, FH1, FMF, RHS, RMF, PIH, VAG, VAV	A code, which denotes the government agency, associated with this loan.
5	**Case Number**		The Case Number to be reported per Ginnie Mae **APM 02-17** (e.g., FHA, RHS, PIH, or VA). It must be the same Case Number that was reported (on the Schedule of Pooled Mortgages) to Ginnie*NET* at the time of pool origination. All Case Numbers must contain 15 character positions.
6	Issuer Loan ID		The number assigned by the Issuer to uniquely identify the loan to their internal system.
7	**First Payment Date**	MMDDYYYY	The date in which the first monthly installment payment was due in accordance with the mortgage/note. **For modified loans, report the first payment date of the re-amortized loan; the same date reported at pooling.**
8	**Loan Maturity Date**	MMDDYYYY	The maturity date of this loan in accordance with mortgage/note**. For modified loans, report the maturity date of the re-amortized loan; the same date reported at pooling.**

L – LOAN RECORD

L – Loan Record Field #	Field Name	Remarks	Description
9	Loan Interest Rate	99.9999	The interest rate of the loan**. For modified loans, report the loan interest rate of the re-amortized loan; the same rate reported at pooling.**
10	**Loan OPB**	9999999999.99	Original Principal Balance, the dollar amount of the original loan principal balance as stated on the mortgage note**. For modified loans, report the original OPB of the loan per the "original" note; not the modified OPB.**
11	Loan FIC	99999999.99	The current fixed installment constant of principal and interest payments for this loan. **For modified loans, report the monthly FIC (principal and interest) of the re-amortized loan; the same value reported at pooling.**
12	**Last Installment Paid Date**	MMDDYYYY	The loan amortization schedule date of the last installment payment received. If the borrower has not made any payment to the loan and if there is no Last Installment Paid Date, do not report a value in this field (report blank in this field).
13	In Foreclosure Flag	N or Y (default N)	A flag that indicates whether or not this loan is in foreclosure.
14	Delinquent Interest	99999999.99	The total interest portions of delinquent installments due for this loan. This is the interest portion of unpaid installments that are delinquent (or in foreclosure) as of the end of the reporting period.
15	Delinquent Principal	9999999999.99	The total principal portions of delinquent installments due for this loan. This is the principal portion of unpaid installments that are delinquent (or in foreclosure) as of the end of the reporting period.

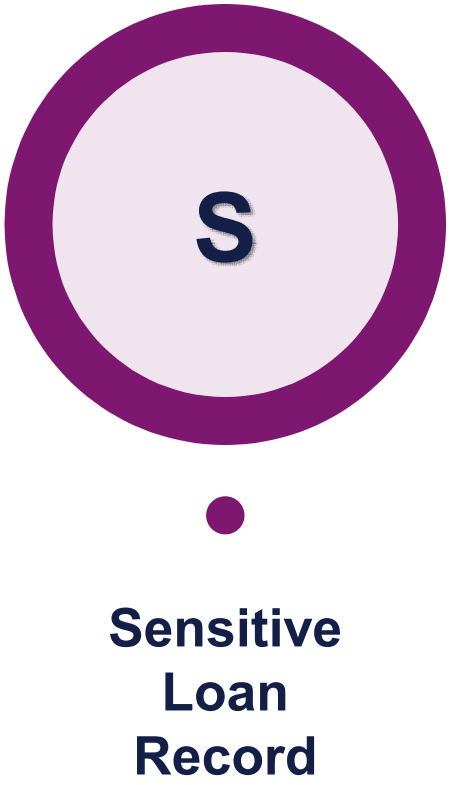
L – LOAN RECORD

L – Loan Record Field #	Field Name	Remarks	Description
16	Prepaid Interest	99999999.99	The total interest portions of prepaid installments collected for this loan. Report interest portion of monthly installments that have been collected where the due dates of the installments are later than the current reporting month.
17	Prepaid Principal	9999999999.99	The total principal portions of prepaid installments collected for this loan. Report the principal portion of monthly installments that have been collected where the due dates of the installments are later than the current reporting month.
18	Install Interest	99999999.99	The amount of all installment interest collected for this loan this reporting period. This includes the scheduled payment due this month; delinquent installments collected, as well as prepaid installments. Report all monthly installments of interest collected (actually received) on pooled loans during the reporting month.
19	Install Principal	9999999999.99	The amount of all installment principal collected for this loan this reporting period. This includes the scheduled payment due this month; delinquent installments collected, as well as prepaid installments. Enter all monthly installments of principal collected (actually received) on pooled loans during the reporting month. Do not include curtailments.
20	Curtailment	9999999999.99	The dollar amount of non-scheduled additional principal collected for this loan this reporting period. Report principal amounts credited to the mortgage loan this reporting period that is “in addition” to monthly installments. Do not report liquidation-in-full in this field.
21	Adjust Interest	99999999.99 Signed Field	A signed field. Dollar amount of adjustment to the loan interest collected. Reasons for adjustments may include: 1) Curtailment interest adjustment, 2) Reversal of installment payment because the check bounced, 3) Corrections to mistakes made in prior reporting.

L – LOAN RECORD

L – Loan Record Field #	Field Name	Remarks	Description
22	Net Adjust UPB	9999999999.99 Signed Field	A signed field. Adjustments to the loan principal balance: The dollar amount of adjustment to the unpaid principal balance of the loan. Reasons for adjustments may include: 1) Construction Draws, 2) New loan substituted for a liquidated loan 3) Reversal of an installment payment because the check bounced, 4) Corrections to mistakes made in prior reporting.
23	**Loan UPB**	9999999999.99 Signed Field	A signed field. The UPB of the loan this reporting period, as of the close of the Issuer's reporting cutoff for the reporting period. The value reported should not include amounts for unsecuritized construction loan draws. For loans being liquidated, report the amount of the principal balance remaining on the loan after application of the last installment received from the mortgagor prior to the liquidation.
24	Removal Date	MMDDYYYY	For loan liquidation, the date in which the loan was removed from the Ginnie Mae pool. Format MMDDYYYY. Liquidation is any transaction that reduces the unpaid principal balance of a loan to zero in the reporting period.
25	Removal Reason	1, 2, 3, 4, 5, 6	A code that denotes the reason why the loan was removed from the Ginnie Mae pool.
26	Liquidation Interest Due	99999999.99	The dollar amount of the interest, due the pool.
27	Liquidation Principal Remitted	9999999999.99	The sum of each of the installment principal amounts remitted.
28	Liquidation Principal Balance	9999999999.99 Signed Field	A signed field. The remaining principal balance of the loan at liquidation.
29	Loan T&I Balance	99999999.99 Signed Field	A signed field. The balance of taxes and insurance funds in escrow or impound account, for the loan, as of the Issuers reporting cutoff date. This field applies to Single Family loans only and is not required for Multifamily loans.

S – SENSITIVE LOAN RECORD



- This loan level record contains “static” information and personally identifiable information (PII). It is only reported if there is a change to incorrect or incomplete data.
- Page 20 of Appendix VI-19 RFS Issuer Monthly Report Of Pool and Loan Data.

Sample: S9995205153424 FAKE STREET EL PASO TX799360000987654321JOHN

S – SENSITIVE LOAN RECORD

S – Sensitive Record Field #	Field Name	Remarks	Description
1	Record Type	Constant S – Sensitive	The letter S will be the first character on each sensitive loan record.
2	Unique Loan ID		A number assigned via Ginnie*NET* that uniquely identifies this Ginnie Mae loan. See the appendix to this document, which provides additional Unique Loan ID information.
3	Loan Street	Property address	The street address of the property that is mortgaged under this loan.
4	Loan City	Property city	The name of the city in which the property associated with this mortgage is located.
5	Loan State	Property state	The U.S. Postal Service code for the state in which the property is located.
6	Loan Zip	Property zip code	The U.S. Postal Service ZIP code of the property.
7	SSN 1		Social Security Number or Tax ID for the loan.
8	First Name 1		The First name of the borrower of this loan.
9	Last Name 1		Last name of the borrower of this loan. If the loan is a Multifamily loan, enter the name of the organization.
10	SSN 2		Social Security Number of a second borrower of the mortgage loan.

S – SENSITIVE LOAN RECORD

S – Sensitive Record Field #	Field Name	Remarks	Description
11	First Name 2		The First name of the second borrower of this loan.
12	Last Name 2		Last name of the second borrower of this loan.
13	SSN 3		Social Security Number of the third borrower for the mortgage loan.
14	First Name 3		The First name of the third borrower of this loan.
15	Last Name 3		Last name of the third borrower of this loan.
16	SSN 4		Social Security Number of the fourth borrower for the mortgage loan.
17	First Name 4		The First name of the fourth borrower of this loan.
18	Last Name 4		Last name of the fourth borrower of this loan.
19	SSN 5		Social Security Number of the fifth borrower for the mortgage loan.
20	First Name 5		The First name of the fifth borrower of this loan.
21	Last Name 5		Last name of the fifth borrower of this loan.

V – VARIOUS LOAN RECORD

Various Loan Record

- This loan record contains various other “static” information related to the loan. It is only reported if there is a change to the data that was initially submitted on form HUD 11706 Schedule of Pooled Mortgages.
- Many various data items are controlled fields. These are subject to an edit and suspense process. Issuers will be contacted to confirm the changes.
- Page 23 of Appendix VI-19 RFS Issuer Monthly Report Of Pool and Loan Data.

Sample: V99952051521123.45 98.76542221 Y98.76541 3 N115.99919.999

PROCESS FLOW – MONTHLY VARIOUS SUSPENSE

1. "Various" Data is initially entered into Ginnie Mae systems on GinnieNET at Pool Delivery.
2. RFS is updated with the data from GinnieNET Pool Delivery (Pool detail and loan detail).
3. Issuers use RFS Various input to correct/change data, on an exception basis; as needed basis.
4. RFS "Suspends" Various Records and Issuer is notified through RFS E-Notification. RFS Operations contacts the Issuer.
5. Issuer provides instructions to RFS Operations about applying the changes/corrections.
6. Email address: GinnieMaeVarious@deloitte.com

V – VARIOUS LOAN RECORD

V – Various Record Field #	Field Name	Remarks	Description
1	Record Type	Constant V – Various	The letter V will be the first character on each record to update various other loan data. This field cannot be corrected to a blank value.
2	Unique Loan ID		A number assigned via *GinnieNET* that uniquely identifies this Ginnie Mae loan. This field cannot be deleted from a previously-reported value.
3	Living Units *	1, 2, 3, 4	The number of living units in the property; the same codes used by FHA and VA to indicate one living unit, two, etc.. Valid values are: 1, 2, 3, and 4. This field applies to Single Family loans only. This is a controlled field on the Various Loan Record and cannot be deleted from a previously-reported value.
4	Loan Purpose *	1, 2, 3, 4, 5	A code that denotes the purpose of the loan. Valid values are: 1 - Regular, 2 - Refinance, 3 – Loan Modification (HAMP), 4 – Loan Modification (non-HAMP), and 5 – Re-Performing. This field applies to Single Family loans only. This is a controlled field on the Various Loan Record and cannot be corrected to a blank value.
5	Loan to Value *	999.99	The ratio (expressed as a percent) of the Original Principal Balance, including any financed mortgage insurance premium, to either; (i) in the case of a purchase money loan, the lower of the property's sale price or appraised value at origination; or (ii) in the case of a refinance loan (non-streamline), the appraised value at the time of refinancing. In the case of a streamlined refinance, a value of zero may be entered. RD loans may use the appraised value when calculating the LTV. If reporting for Multifamily, report the standard loan-to-value of the mortgage. This is a controlled field on the Various Loan Record.
6	Filler		Reserved for future use.
7	Debt Service Ratio	99.9999	The debt service ratio can be blank. This field applies to Multifamily pools only.
8	Credit Score *		Numeric credit score resulting from credit evaluation model. This field applies to Single Family loans only and is not applicable to Multifamily loans. This is a controlled field on the Various Loan Record.

V – VARIOUS LOAN RECORD

V – Various Record Field #	Field Name	Remarks	Description
9	Loan Buydown Code	1or 2	A code indicating whether the loan has a buydown feature. Valid values are: 1 – Buydown Loan, 2 – Not a Buydown Loan. This field applies to Single Family loans only. This is a controlled field on the Various Loan Record and cannot be deleted from a previously-reported value.
10	MIN		A code that identifies this loan in the Mortgage Electronic Registration System (MERS). This field applies to both Single Family and Multifamily loans.
11	MERS Original Mortgagee	N or Y	A flag that indicates whether this loan defines MERS (Mortgage Electronic Registration System) as the Original Mortgagee. This field applies to both Single Family and Multifamily loans.
12	GEM Percent Increase	99.9999	Growing Equity loans Mortgage Percentage Increase is the predetermined rate at which monthly payments increase annually for loans in Pool type GD - Growing Equity Mortgages for a number of years acceptable to FHA or VA. This field applies to Single Family loans only.
13	Down Payment Assistance Flag *	1 or 2	flag that indicates whether the borrower received gift funds for the down payment. Valid values are: 1 – Borrower Received Gift Funds for Down Payment, 2 – No Gift Assistance. This field applies to Single Family loans only. This is a controlled field on the Various Loan Record and cannot be deleted from a previously-reported value.
14	Combined LTV Ratio Percent *	999.99	The ratio (expressed as a percent) of the Original Principal Balance including any financed mortgage insurance premium plus all subordinate mortgages to either; (i) in the case of a purchase money loan, the lower of the property's sale price or appraised value at origination, or (ii) in the case of a refinance loan (non-streamline), the appraised value at the time of refinancing. In the case of a streamlined refinance, a value of zero may be entered. RD loans may use the appraised value when calculating the CLTV. If there is no second lien, report the LTV. This field applies to Single Family loans only. This is a controlled field on the Various Loan Record.

V – VARIOUS LOAN RECORD

V – Various Record Field #	Field Name	Remarks	Description
15	Total Debt Expense Ratio Percent *	999.99	The ratio of all debts of the borrower(s) to the borrower's qualifying income as defined by the mortgage insurer or guarantor. Also known as: Back End Ratio. If this is not required by the insuring agency then enter "000.00" This field applies to Single Family loans only. This is a controlled field on the Various Loan Record.
16	Refinance Type *	1, 2, 3, 4	Identifies the type of refinance. Valid values are: 1 – Not Streamlined, Not Cash Out, 2 – Cash Out, and 3 –Streamlined. This field applies to Single Family loans only. This is a controlled field on the Various Loan Record. If this field is reported, Loan Purpose must be "2".
17	Pre-Modification First Installment Due Date	YYYYMMDD	The original first scheduled installment due prior to the modification (First Payment Due Date prior to modification taking place). This field applies to Single Family loans only. This is a controlled field on the Various Loan Record. If this field is reported, Loan Purpose must be "3" or "4".
18	Pre-Modification Original Principle Balance (OPB) Amount	99999999.99	The Original Principal Balance (OPB) of the modified loan prior to the modification taking place -- the unmodified Original Principal Balance of the loan per the original note. This field applies to Single Family loans only. This is a controlled field on the Various Loan Record. If this field is reported, Loan Purpose must be "3" or "4".
19	Pre-Modification Interest Rate Percent	99.999	The original interest rate of the modified loan prior to the modification taking place -- the interest rate per the unmodified original note. For ARM loans the unmodified original interest rate per the original note without any interest rate adjustments. This field applies to Single Family loans only. If this field is reported, Loan Purpose must be "3" or "4".
20	Pre-Modification Loan Maturity Date	YYYYMMDD	The original loan maturity date of the modified loan prior to modification taking place -- the maturity date of the loan per the unmodified original note. This field applies to Single Family loans only. If this field is reported, Loan Purpose must be "3" or "4".

V – VARIOUS LOAN RECORD

V – Various Record Field #	Field Name	Remarks	Description
21	First-Time Homebuyer Indicator	N or Y, *, Blank	A flag that indicates whether the borrower qualifies as a first time homebuyer. This field applies to Single Family loans only and applies only to purchase loans (ie. Loan Purpose = "1"). This field applies to loans pooled in September 2012 and thereafter. This is a controlled field on the Various Loan Record.
22	Third-Party Origination Type	1, 2, 3, Blank	Identifies the type of third party that originated the loan. Valid values are: 1 – Broker, 2 – Correspondent, and 3 –Retail. This field applies to Single Family loans only. This field applies to loans pooled in September 2012 and thereafter. This is a controlled field on the Various Loan Record and cannot be deleted from a previously-reported value.
23	Upfront MIP Rate	99.999 , *, Blank	The upfront mortgage insurance premium percentage rate that institutions charge to insure FHA loans. This field applies to FHA Single Family loans only. This field applies to loans pooled in September 2012 and thereafter. This is a controlled field on the Various Loan Record and cannot be deleted from a previously-reported value when the Loan Type is FHA.
24	Annual MIP Rate	99.999 , *, Blank	The annual mortgage insurance premium percentage rate that institutions charge to insure FHA loans. This field applies to FHA Single Family loans only. This field applies to loans pooled in September 2012 and thereafter. This is a controlled field on the Various Loan Record and cannot be deleted from a previously-reported value when the Loan Type is FHA.
25	Loan Origination Date	YYYYMMDD	The origination date of the mortgage. This field applies to Single-Family loans only and is a controlled field on the Various Record. VARY623 is only applicable to loans in ARM pools. VARY624 is only applicable to loans originated in January 2015 and thereafter.

ACTIVITY

Using the annotation tool, place a sticker on the type of record(s) that apply:

1. Contains “static” information

ACTIVITY

Using the annotation tool, place a sticker on the type of record(s) that apply:

1. Contains “static” information
2. **Includes “Unscheduled Principal”**

ACTIVITY

Using the annotation tool, place a sticker on the type of record(s) that apply:

1. Contains “static” information
2. Includes “Unscheduled Principal”
3. **Only reported if there is a change to the data that was initially submitted on form HUD 11706**

ACTIVITY

Using the annotation tool, place a sticker on the type of record(s) that apply:

1. Contains “static” information
2. Includes “Unscheduled Principal”
3. Only reported if there is a change to the data that was initially submitted on form HUD 11706
4. **Represents the end of the report period status of the loan**

RFS Exception Feedback

OBJECTIVES: RFS EXCEPTION FEEDBACK

What tasks should an Issuer be able to complete after training?

What new information will Issuers be exposed to?

Module Objectives

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

Summarize does the pool and loan accounting calculations for the pools and loans in the Issuer's portfolio.

Summarization will occur:

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

Review Exceptions

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
- As a reminder, there is a nightly bulk summarization for all issuers that have reported at least 90% of their pool and loan data

APPENDIX VI-19 EXCEPTION MESSAGES

Pool Record Field Instructions

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

2. Pool ID: The Ginnie Mae Pool identifier assigned by Ginnie Mae at pooling to the pool/loan package.

Exception Messages

- 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.

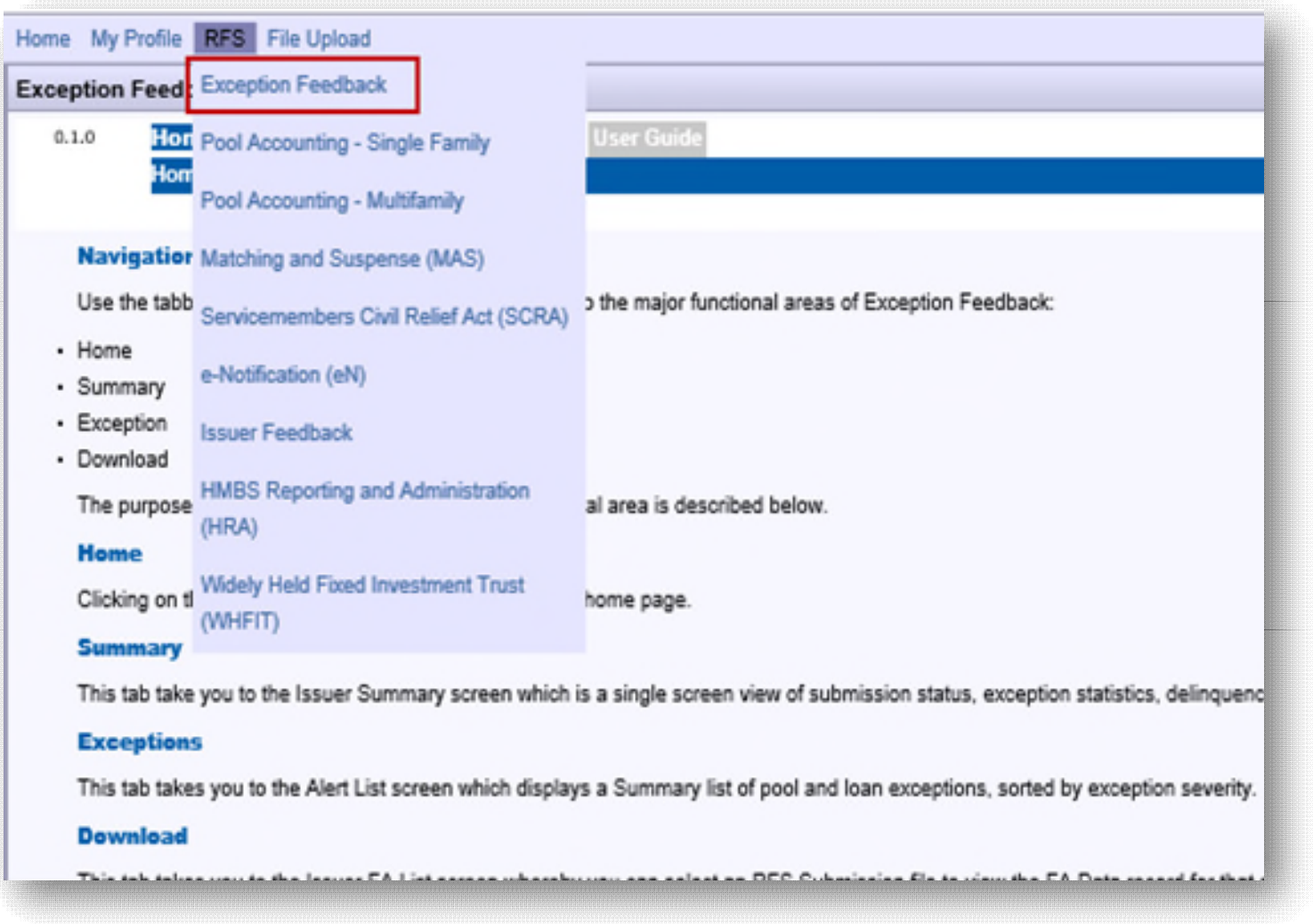
Exception Messages

- 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.*

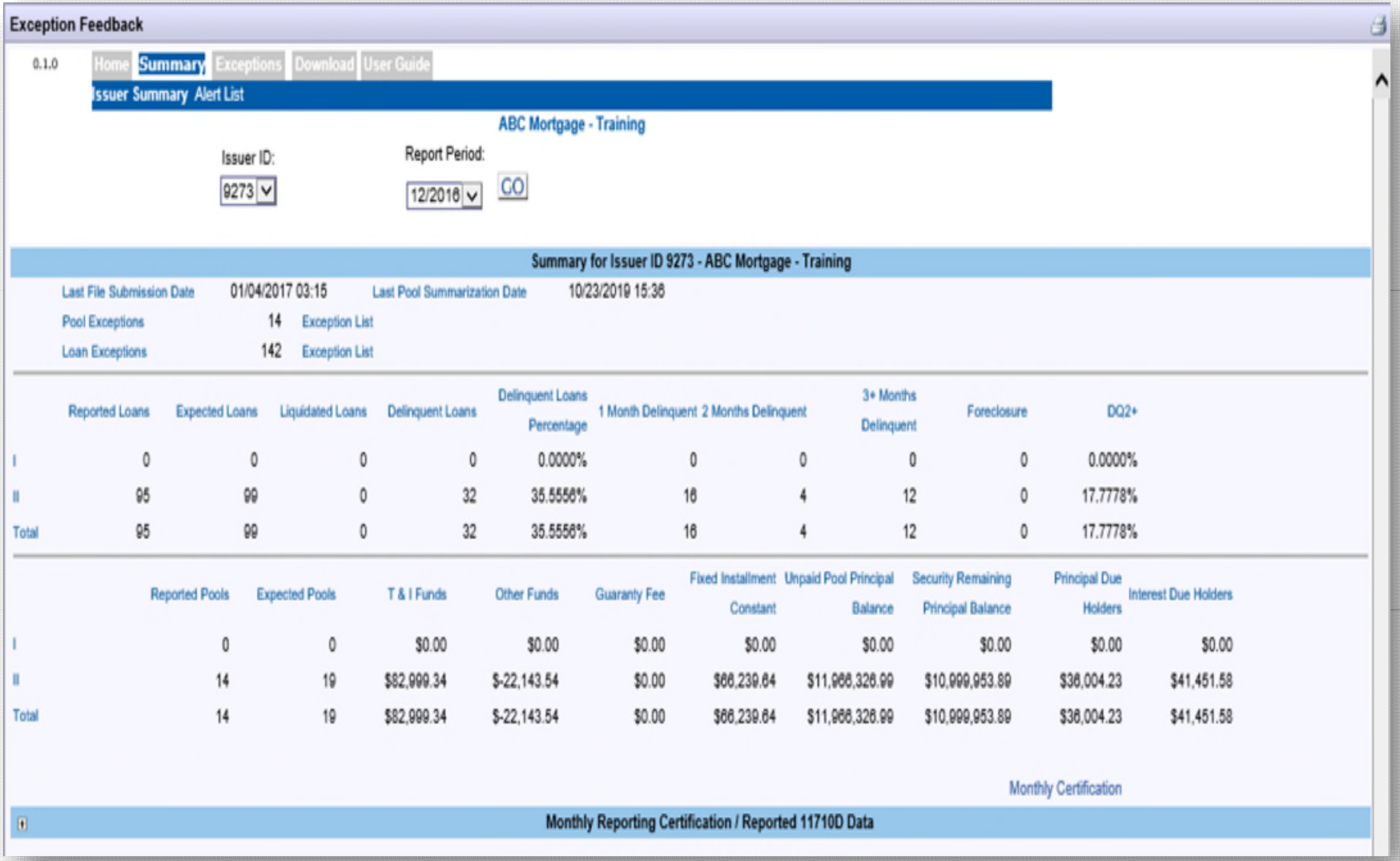
ANALYZE EXCEPTIONS

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 Reported must be cleared by 2nd BD.	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.
C	Corrections must be addressed by the 4th business day. The severity level, "C", is only associated with Pool and Loan reporting.	Generally, these are exceptions related to remittance and/or disclosure data. These only occur on data related to Pool reporting and/or Loan reporting.
H	Corrections should be addressed by the 10th business day.	Exceptions related to Pool reporting and/or Loan reporting data.
M	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.

ACCESS TO RFS SUMMARY SCREEN



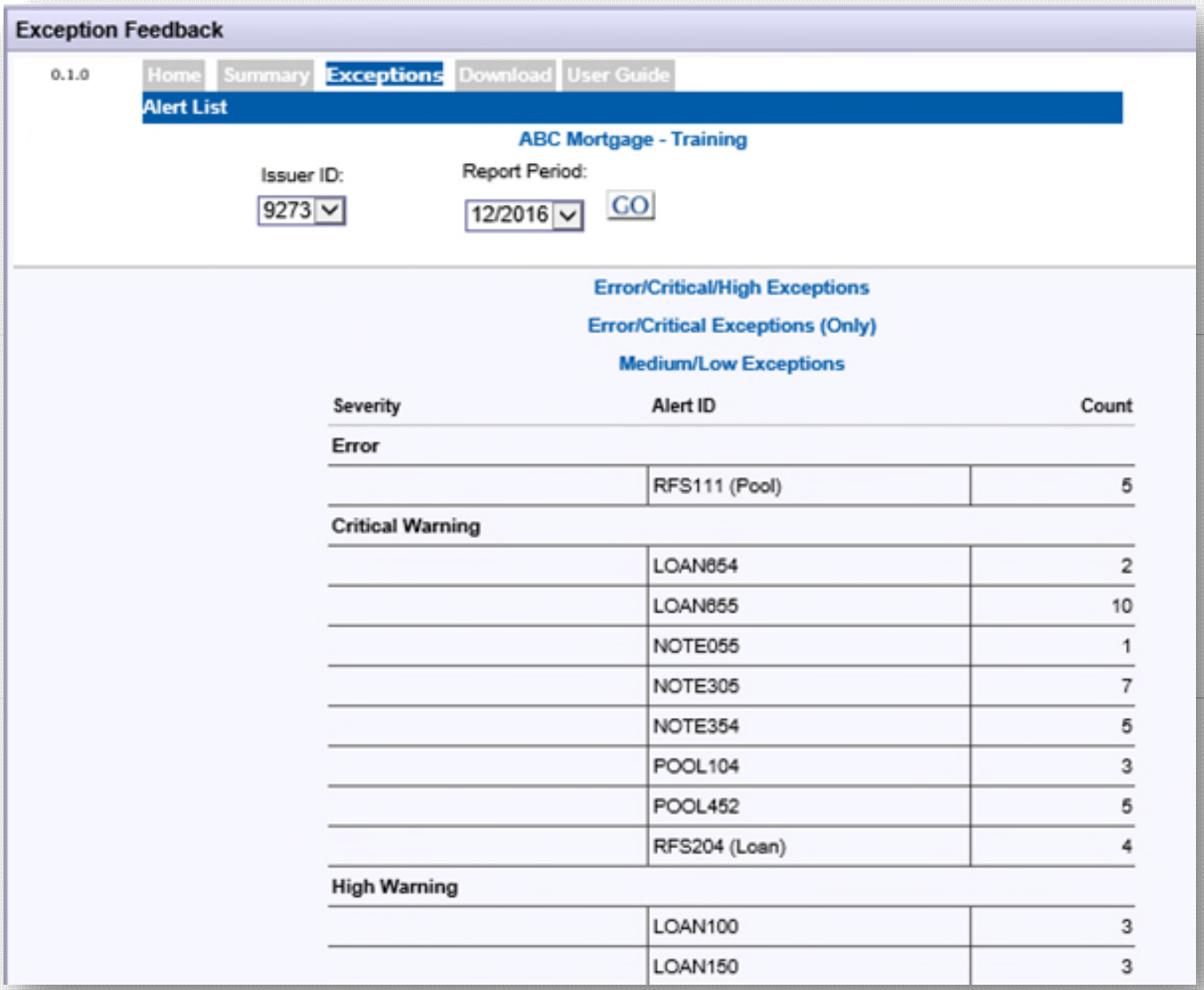
RFS SUMMARY SCREEN



	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	95	99	0	32	35.5556%	16	4	12	0	17.7778%
Total	95	99	0	32	35.5556%	16	4	12	0	17.7778%

	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	14	19	$82,999.34	$-22,143.54	$0.00	$66,239.64	$11,966,326.99	$10,999,953.89	$36,004.23	$41,451.58
Total	14	19	$82,999.34	$-22,143.54	$0.00	$66,239.64	$11,966,326.99	$10,999,953.89	$36,004.23	$41,451.58

OVERVIEW OF EXCEPTIONS



Severity	Alert ID	Count
Error		
	RFS111 (Pool)	5
Critical Warning		
	LOAN654	2
	LOAN655	10
	NOTE055	1
	NOTE305	7
	NOTE354	5
	POOL104	3
	POOL452	5
	RFS204 (Loan)	4
High Warning		
	LOAN100	3
	LOAN150	3

RETRIEVE EXCEPTIONS

Pool and Loan Level Data Exceptions:

Online

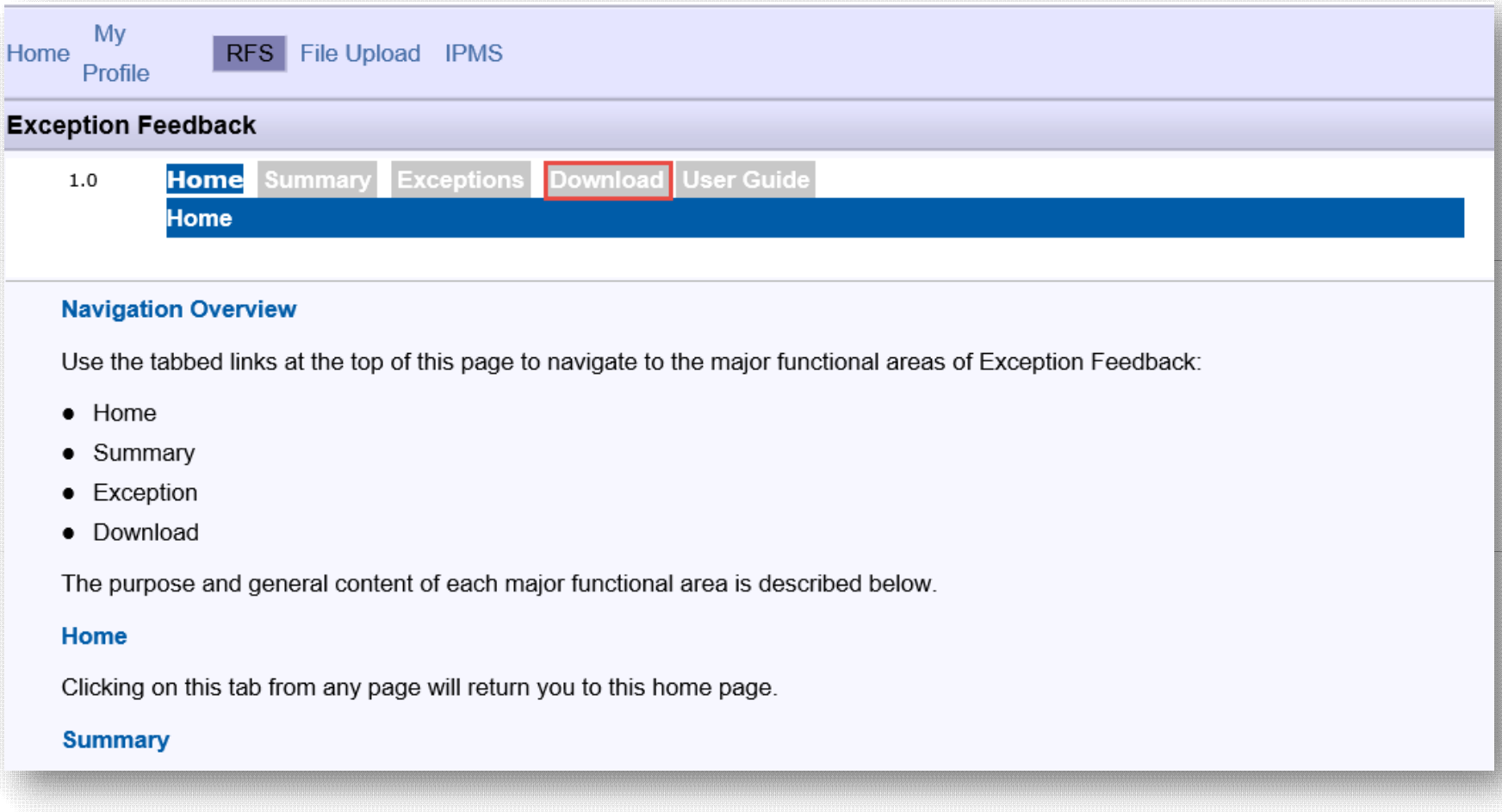
Issuers can view exceptions through the RFS Exception Feedback online screens.

Download

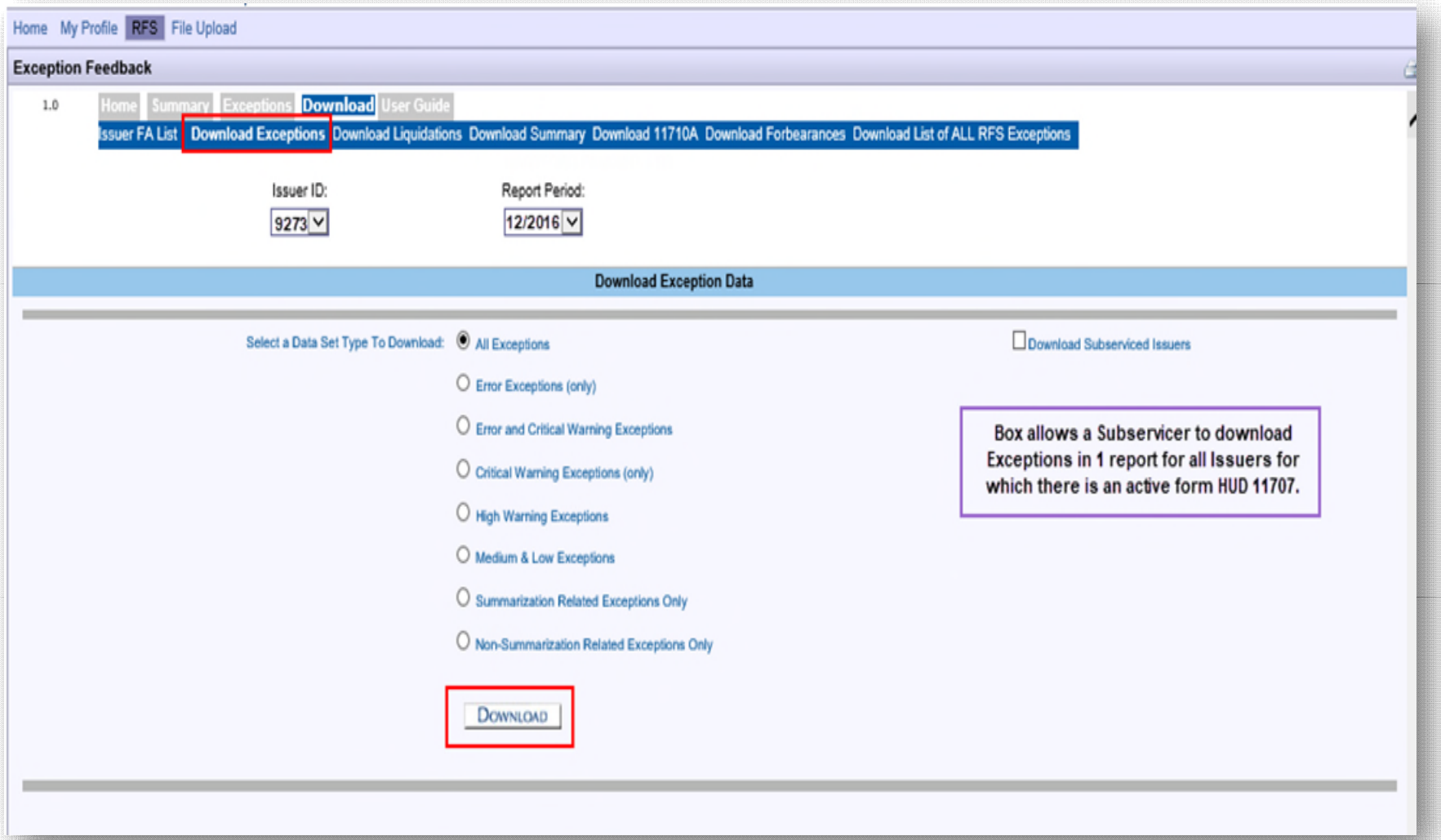
Issuers may download a file containing exceptions from the RFS exception feedback download screen.

Downloading of exception feedback is recommended as this allows issuers to retain the list of exceptions by Pool and Loan.

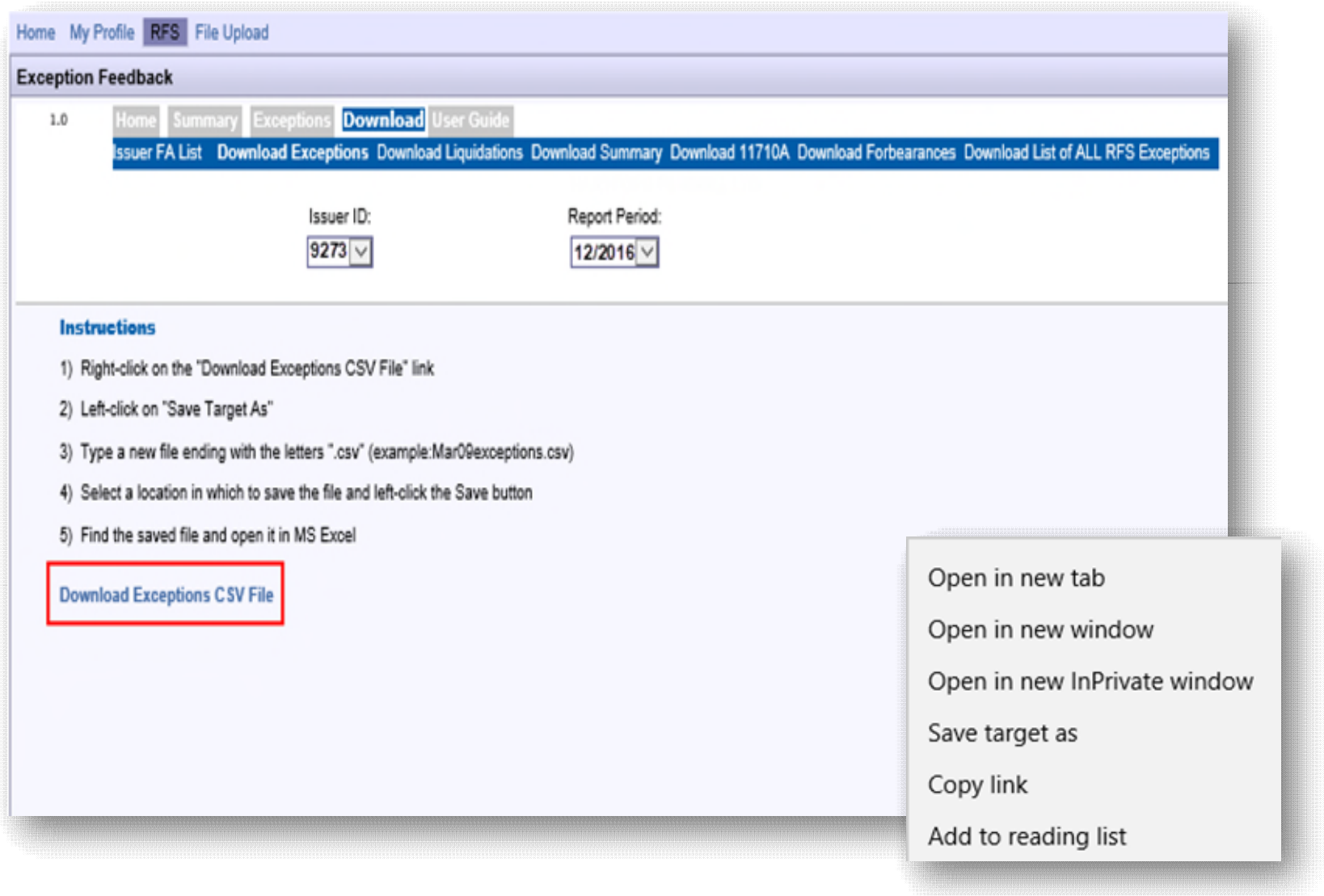
DOWNLOAD EXCEPTION FEEDBACK FILE



DOWNLOAD EXCEPTION FEEDBACK FILE



DOWNLOAD EXCEPTION FEEDBACK FILE



DOWNLOAD EXCEPTION FEEDBACK FILE

File opens as CSV

1	POOL	LOAN	ISSUER LOAN	SEVERIT	CODE	FIELD	VALUE	MESSAGE	EXPECTED
2	#725150	0		E	RFS111	Pool Id	#725150	no activity reported	#
3	#725151	0		E	RFS111	Pool Id	#725151	no activity reported	#
4	#725157	0		E	RFS111	Pool Id	#725157	no activity reported	#
5	#725158	0		E	RFS111	Pool Id	#725158	no activity reported	#
6	#725160	0		E	RFS111	Pool Id	#725160	no activity reported	#
7	#725139	0		C	POOL104	Pool FIC	# 8503.63	should equal the su	# 8502.13
8	#725139	0		C	POOL452	Security RPB	# .00	should equal prior r	#1365477.32
9	#725139	212554542	212554542	C	LOAN654	Loan Unpaid Principal Ba	#0	should be greater tl	# 108457.00
10	#725139	212554542	212554542	C	LOAN655	Loan Unpaid Principal Ba	#0	is not consistent wi	# 108457.00
11	#725139	212554551	212554551	C	NOTE305	Loan Maturity Date	#03/01/2066	should be not more	#04/20/2044
12	#725139	212554553	212554553	C	NOTE354	Loan Interest Rate	#6.75	should be greater tl	# 4.5000
13	#725139	212554555	212554555	C	NOTE305	Loan Maturity Date	#04/01/2049	should be not more	#04/20/2044
14	#725140	212647108	212647108	C	LOAN655	Loan Unpaid Principal Ba	#98002.25	is not consistent wi	# 97749.80
15	#725142	0		C	POOL452	Security RPB	# 1332127.35	should equal prior r	#1331833.58
16	#725142	212590494	212590494	C	LOAN655	Loan Unpaid Principal Ba	#85510	is not consistent wi	# 85507.04
17	#725142	212590497	212590497	C	LOAN654	Loan Unpaid Principal Ba	#0	should be greater tl	# 96494.24
18	#725142	212590497	212590497	C	LOAN655	Loan Unpaid Principal Ba	#0	is not consistent wi	# 96494.24
19	#725145	0		C	POOL104	Pool FIC	# 3736.79	should equal the su	# 3153.30
20	#725147	0		C	POOL452	Security RPB	# 1526927.89	should equal prior r	#1516912.77

RFS 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 Questions:

1. **How are Summarization Alerts identified in Appendix VI-19 Report of Pool and Loan Data?**
   a) Exception message is printed in **BOLD** text
   b) Exception message is printed in *italicized* text
   c) Exception message is printed in a different color
   d) Summarization alerts are not identified in Appendix VI-19

2. **What % of data must load for Summarization to occur?**
   a) 100% of accepted data
   b) 50% of accepted data
   c) 75% of accepted data
   d) 90% of accepted data

3. **Why is the "S" record noted as Sensitive Data?**
   a) The record includes the Unique Loan ID
   b) The record includes the Pool Number
   c) The record includes Personally Identifiable Information (PII) data
   d) I do not know

BREAK

Please return to complete the second half of today's session after a 10-minute break.

Overview of Reporting Workflow

OBJECTIVES: OVERVIEW OF REPORTING WORKFLOW

What tasks should an Issuer be able to complete after training?

What new information will Issuers be exposed to?

Module Objectives

- Describe two 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 GMEP

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

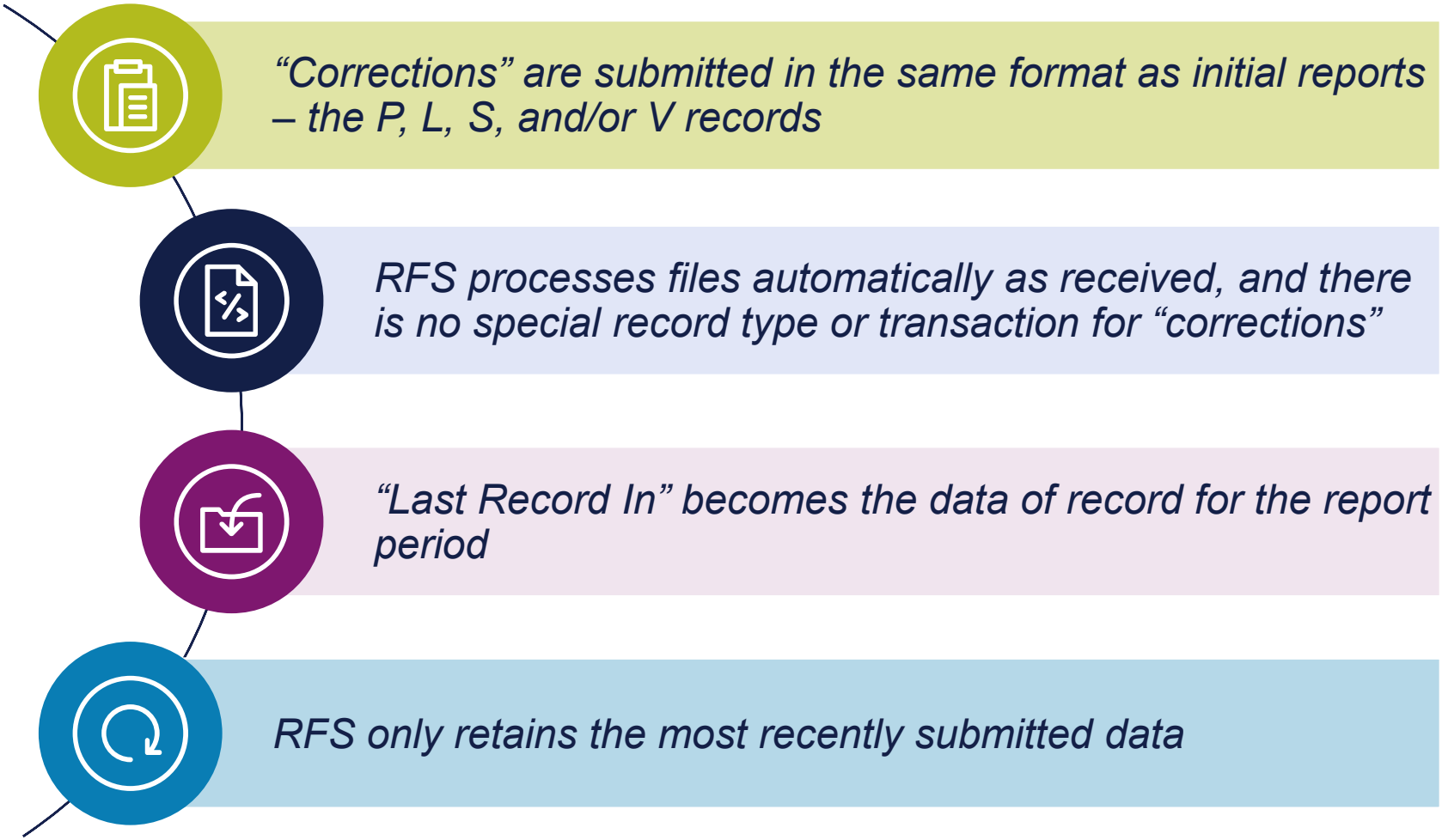
Issuers may upload data files less than “5 MB” in size through the web application screens (If exceeded, the user will get a message).

VIA SECURE FTP (SFTP)

Secure FTP Channel

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

REPORTING "CORRECTIONS"



"Corrections" are submitted in the same format as initial reports – the P, L, S, and/or V records

RFS processes files automatically as received, and there is no special record type or transaction for "corrections"

"Last Record In" becomes the data of record for the report period

RFS only retains the most recently submitted data

VIEWING FUNCTIONAL ACKNOWLEDGEMENTS

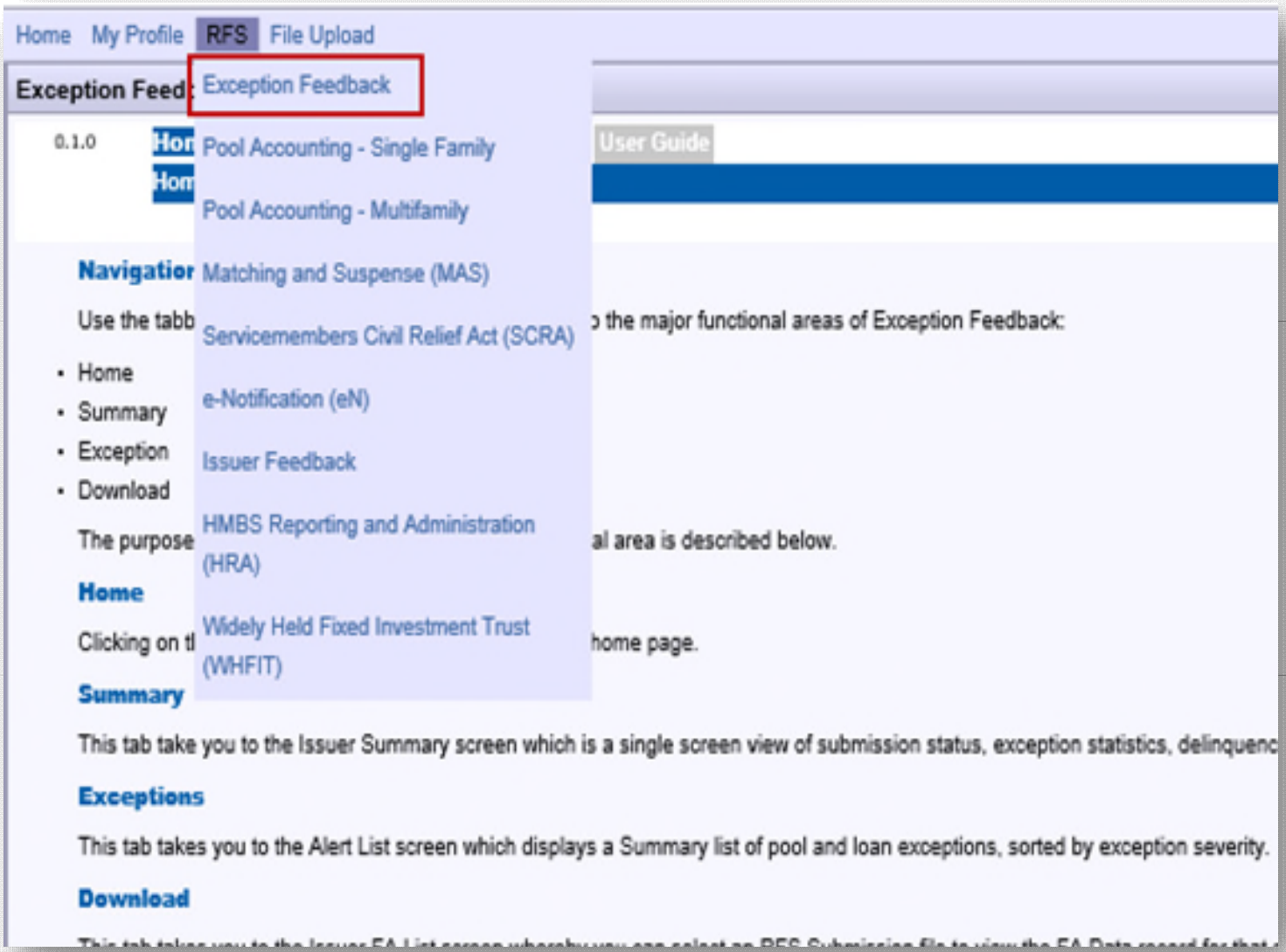
Was file upload successful?

Two methods of viewing Functional Acknowledgement:

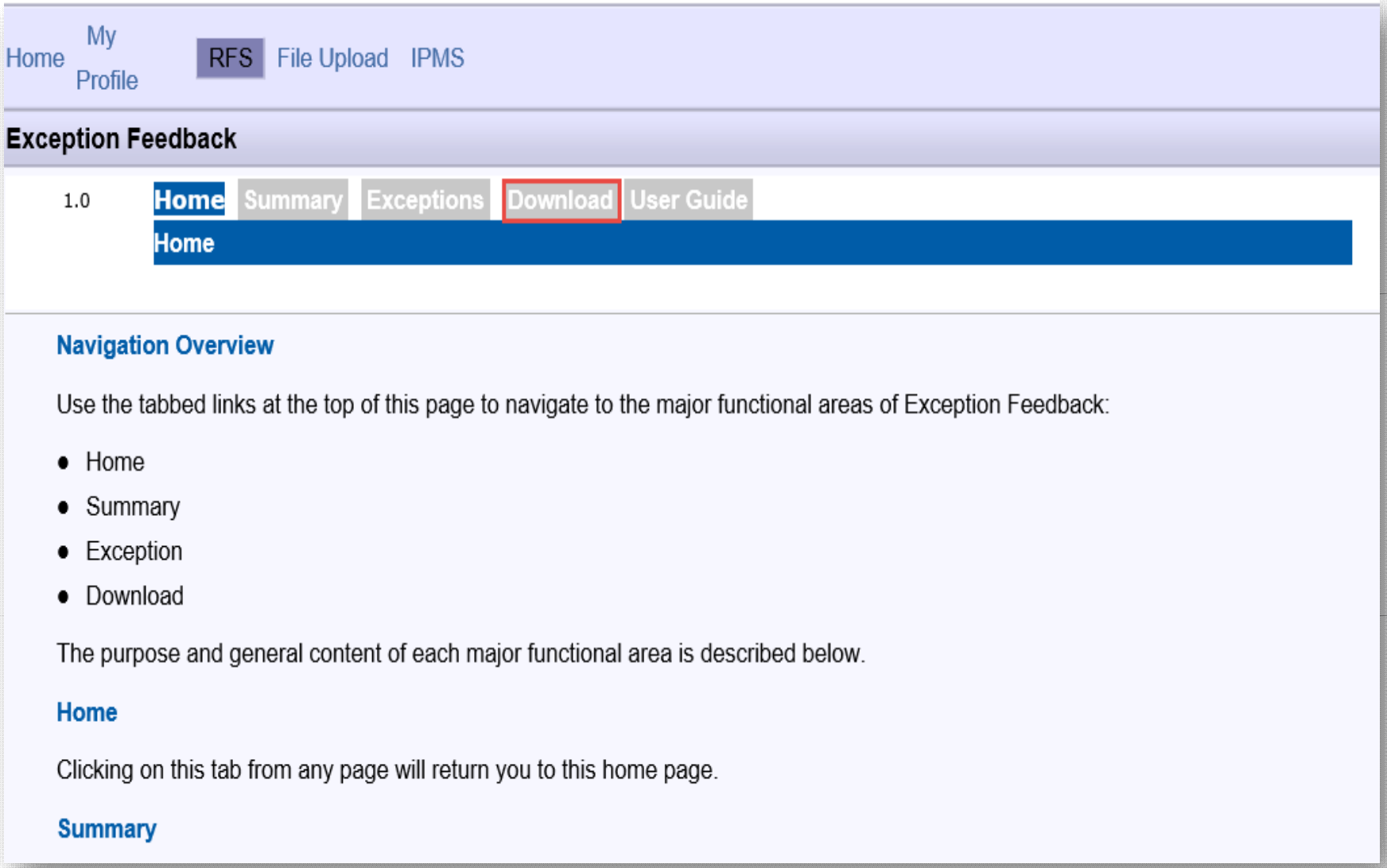
PA Functional Acknowledgement posted in **E-Notification**

PA Exception Feedback – Download

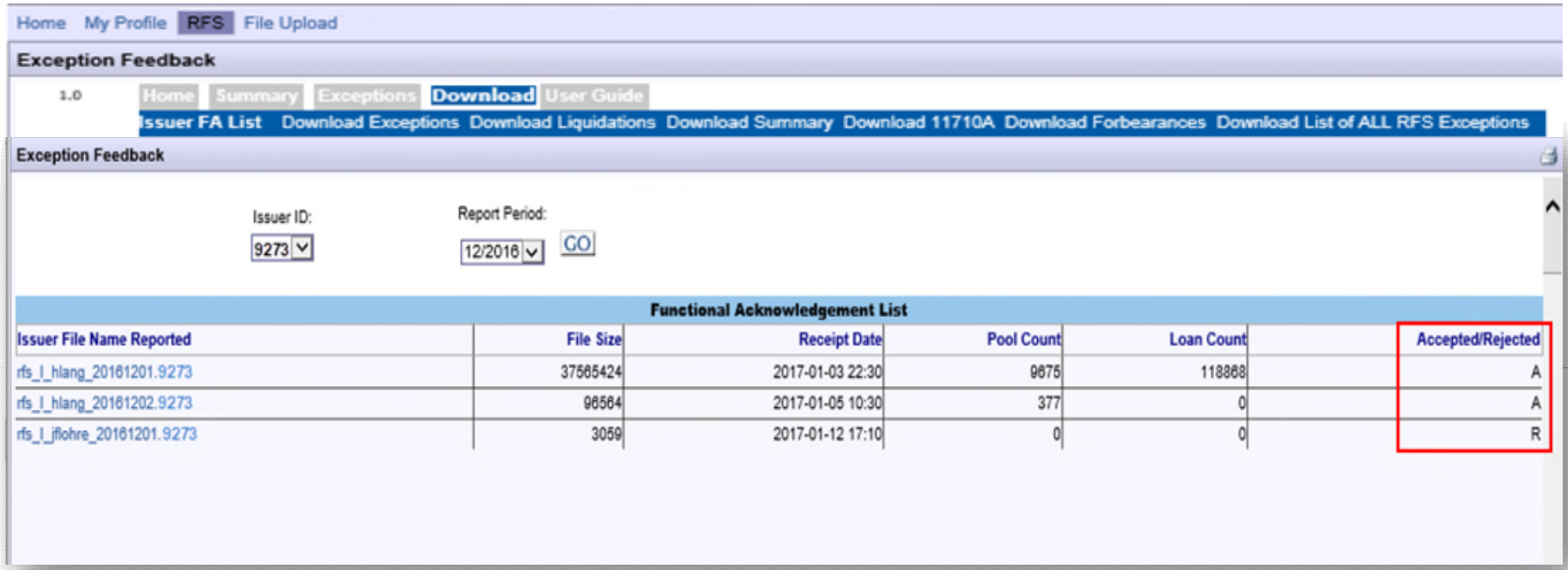
VIEWING FUNCTIONAL ACKNOWLEDGEMENTS



VIEWING FUNCTIONAL ACKNOWLEDGEMENTS



VIEWING FUNCTIONAL ACKNOWLEDGEMENTS



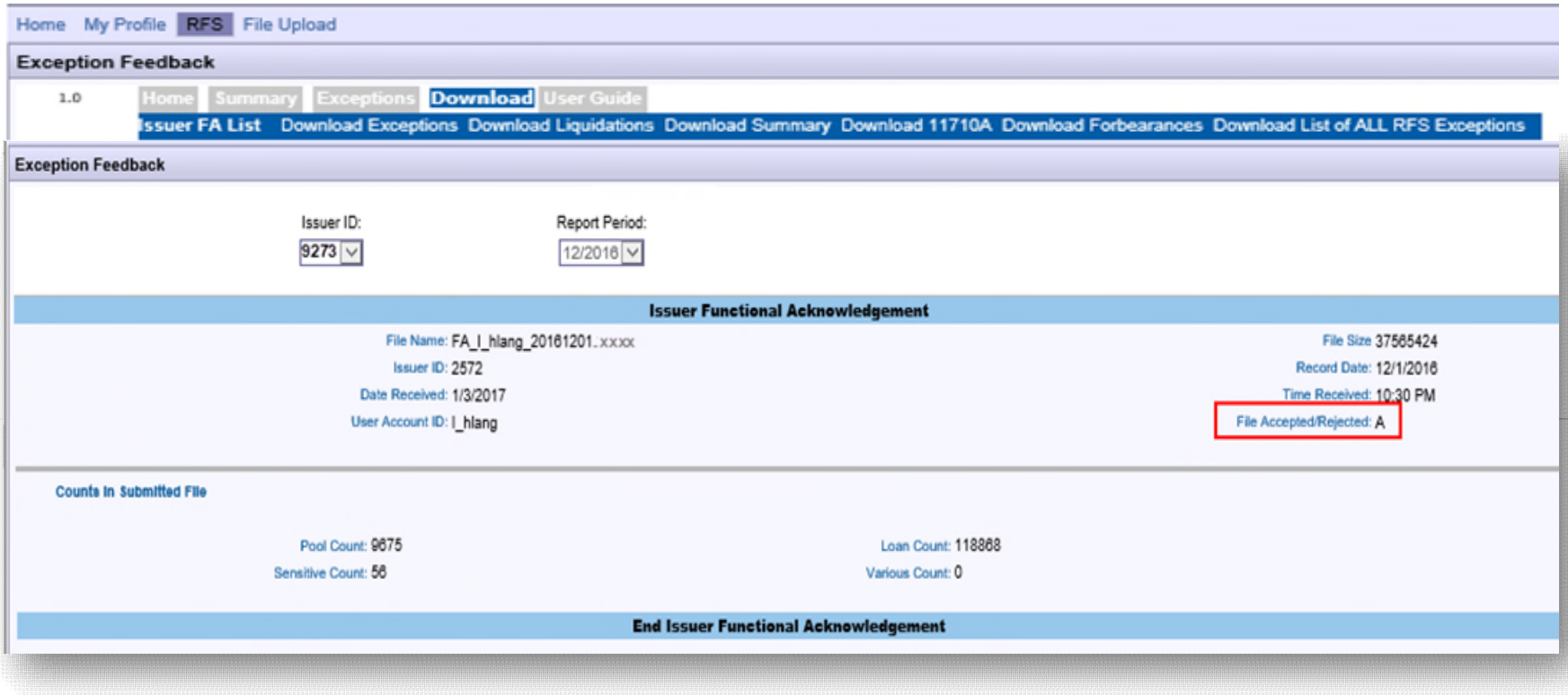
Accept Flag:

A – File Accepted for Processing

R – File Rejected and not Processed

VIEWING FUNCTIONAL ACKNOWLEDGEMENTS

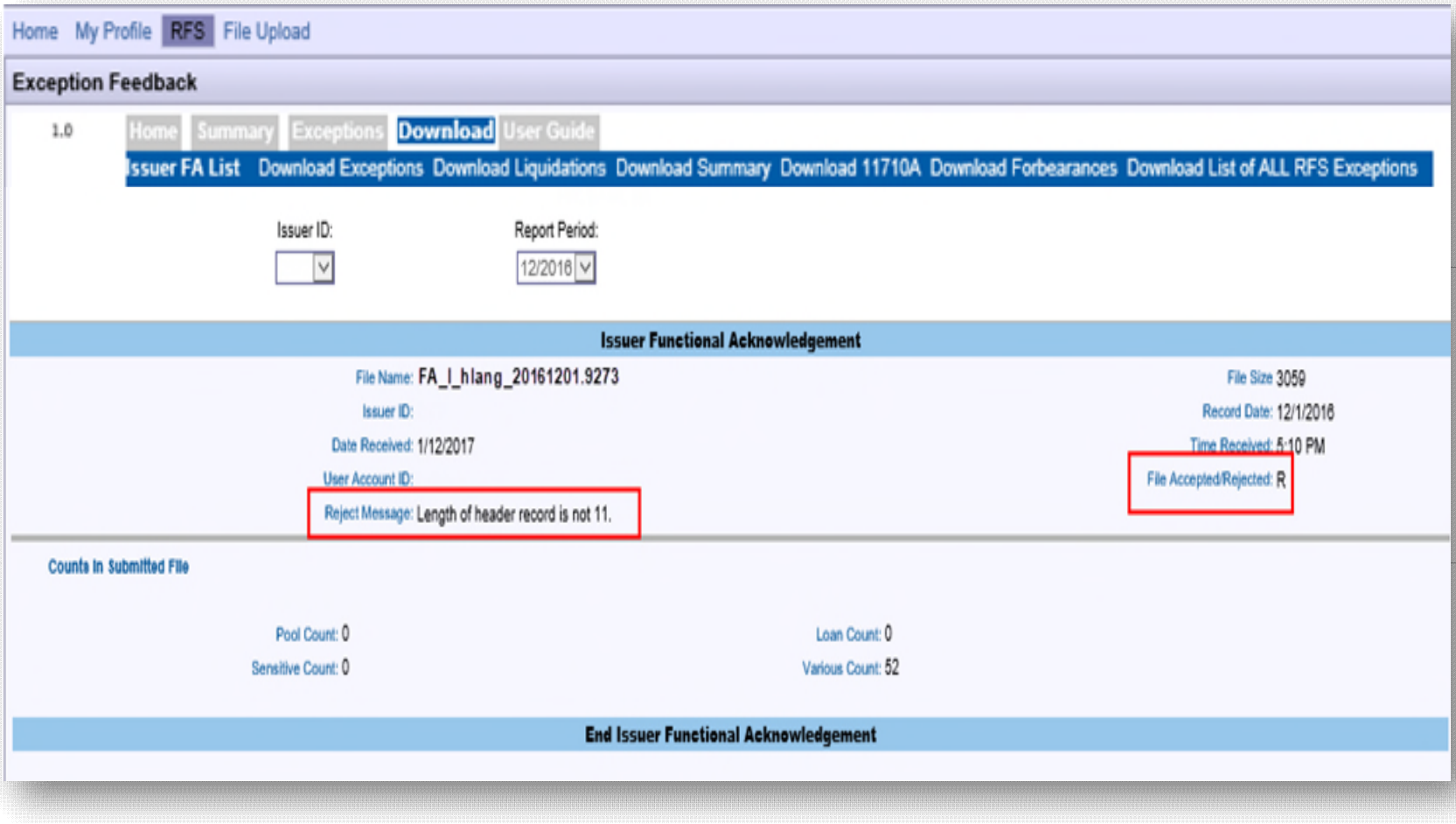
File was Accepted



VIEWING FUNCTIONAL ACKNOWLEDGEMENTS

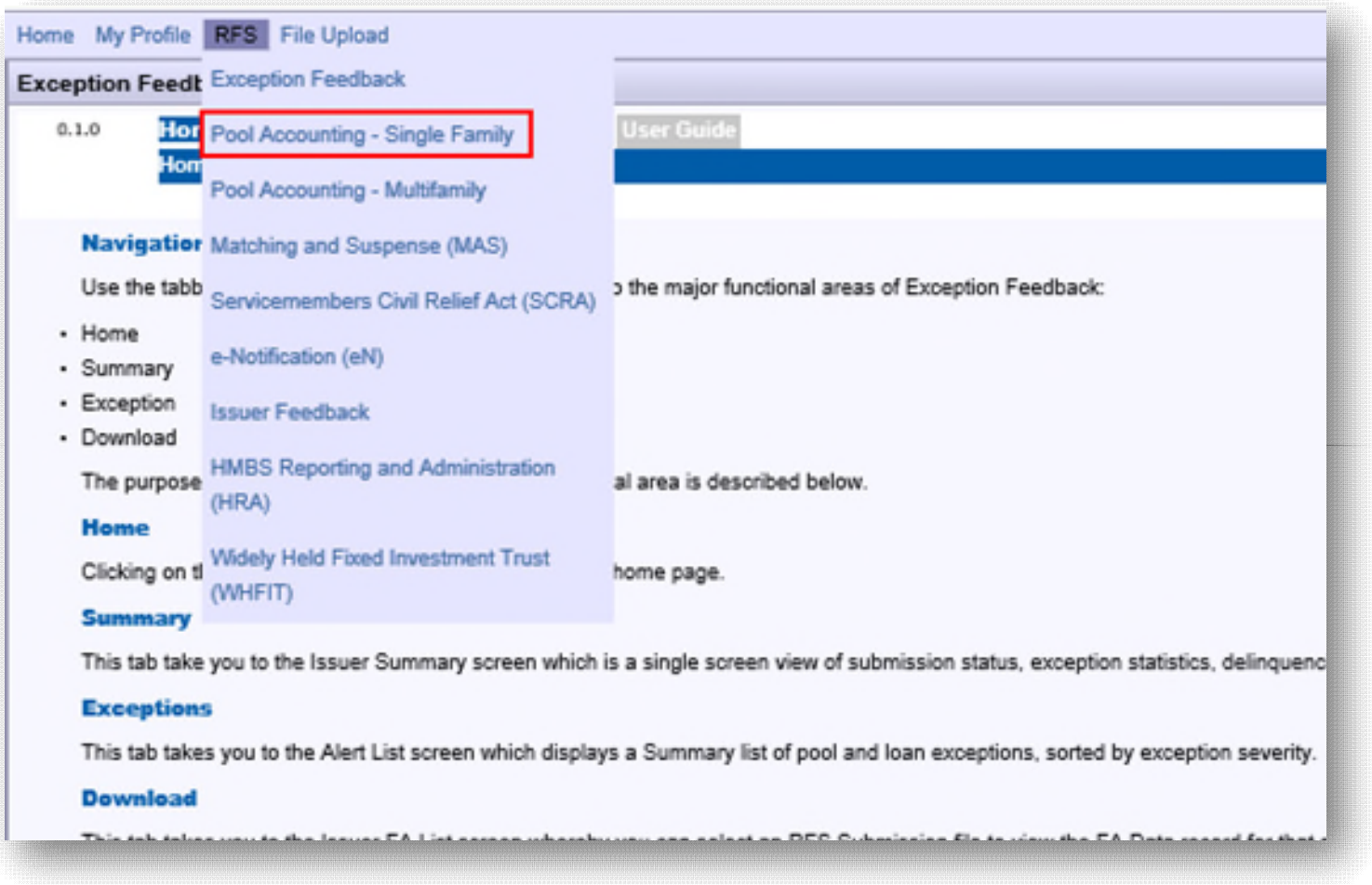
File Rejected

Reject Message – Length of header record is not 11

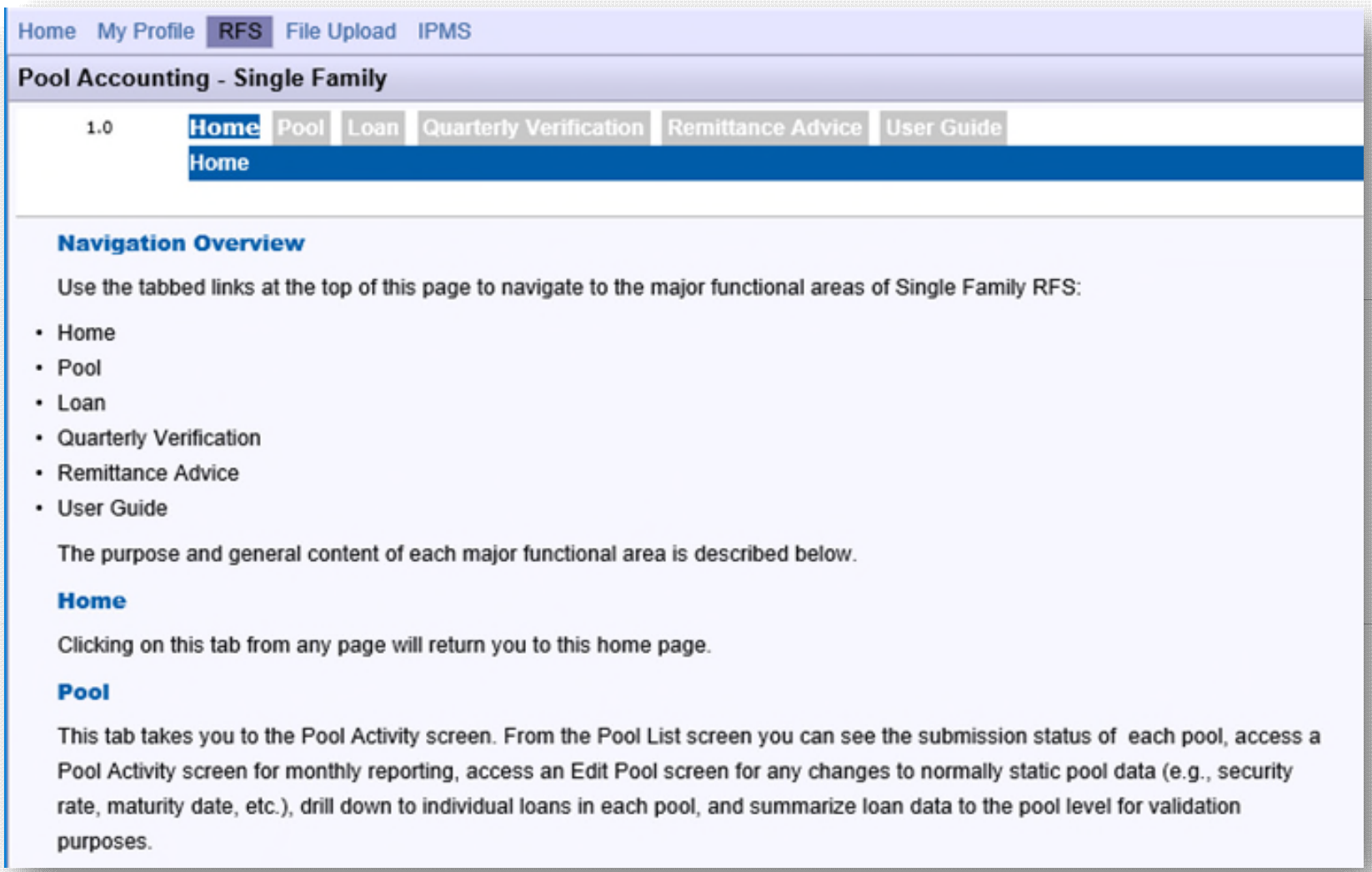


SINGLE FAMILY ACTIVITY SCREENS

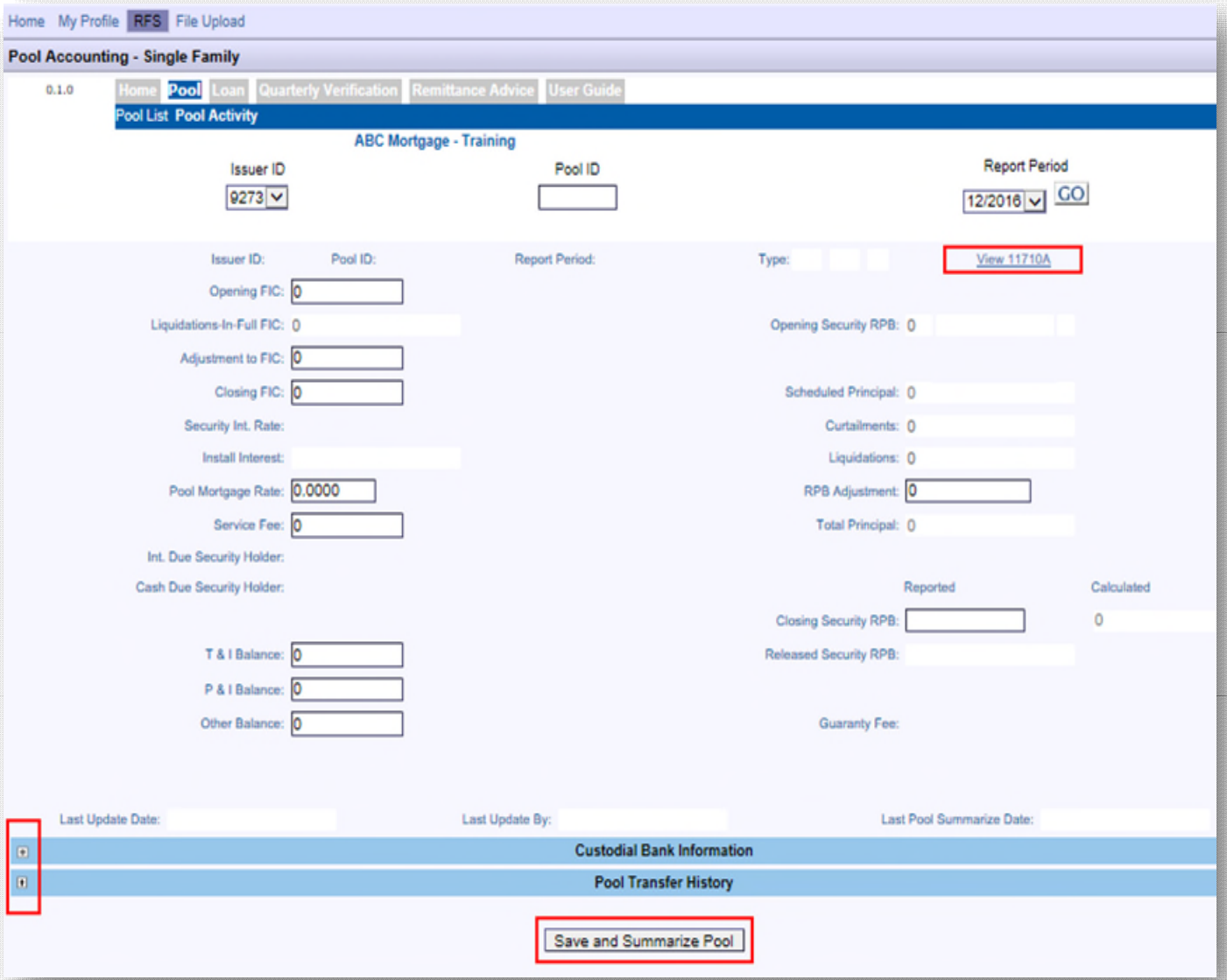
Online Entry – Loan Level Data



SINGLE FAMILY ACTIVITY SCREENS



POOL ACTIVITY SCREEN



POOL ACTIVITY SCREEN

Link to Custodial Bank Information
Link to Pool Transfer History

POOL ACTIVITY SCREEN

View 11710A

Issuer ID | Pool ID | Report Period 12/2020

Issuer Detail

Issuer Name: Issuer Info
Address:

Pool ID:
Issue Type: GNMA-I
Pool Type: LM
Accounting Method: Concurrent Data

Reporting Period: 12/2020
Suffix: X

Section 1 - Pool Administration	Total Number of Mtgs.	Fixed Installment Controls($)	Pool Interest($)	Pool Principal($)
Balances from Last Report:	1	7,305.52	-	1,760,404.00
Installment Collections:	-	-	0.00	0.00
Additional Principal Collections:	-	-	-	0.00
Liquidations-in-Full:	0	0.00	0.00	0.00
Other:	0	0.00	0.00	0.00
Balances this Monthend :	1	7,305.52	-	1,760,404.01

Installments Delinquent						Interest($)	Principal($)
Total Number of Delinquencies	% Delinquencies	1 Month	2 Months	3 Months	Foreclosed		
0	0	0	0	0	0	Prepaid: 0.00	0.00
						Delinquent: 0.00	0.00

Servicing Fee($): 0.00
Calculated FIC Amount($): 7,305.52
Calculated Interest: 4,034.26
Scheduled Principal ($): 3,271.26
Weighted Average Interest Rate(%): 2.750

POOL ACTIVITY SCREEN

View 11710A

Section 2- Schedule of Payments (Principal and Interest)

Scheduled Principal($)	Additional Principal($)	Liquidations($)	Other Adjustments($)	Total Principal($)
3,271.26	0.00	0.00	-0.01	3,271.25

Security Interest Rate(%): 2.500

Interest Due Security Holders:	3,667.51
Total Cash Distribution Due Holders:	6,938.76
Deferred Interest Paid Holders:	0.00

Section 3 -Principal Amount of Securities

Principal Amount of Securities from Last Report:	1,760,404.00
Principal Distributed to Holders of This Report:	3,271.25
Principal Available for Distribution to Holders:	0.00
Principal of Securities This Month End:	1,757,132.75

Section 4- Remittance Due on Ginnie Mae

Guaranty Fee Rate(%):	0.0013
Ginnie Mae Guaranty Fee($):	190.71
Other Adjustments($):	0.00

Section 5- Status of Custodial Funds

Principal and Interest Custodial Bank:

Account Number: :

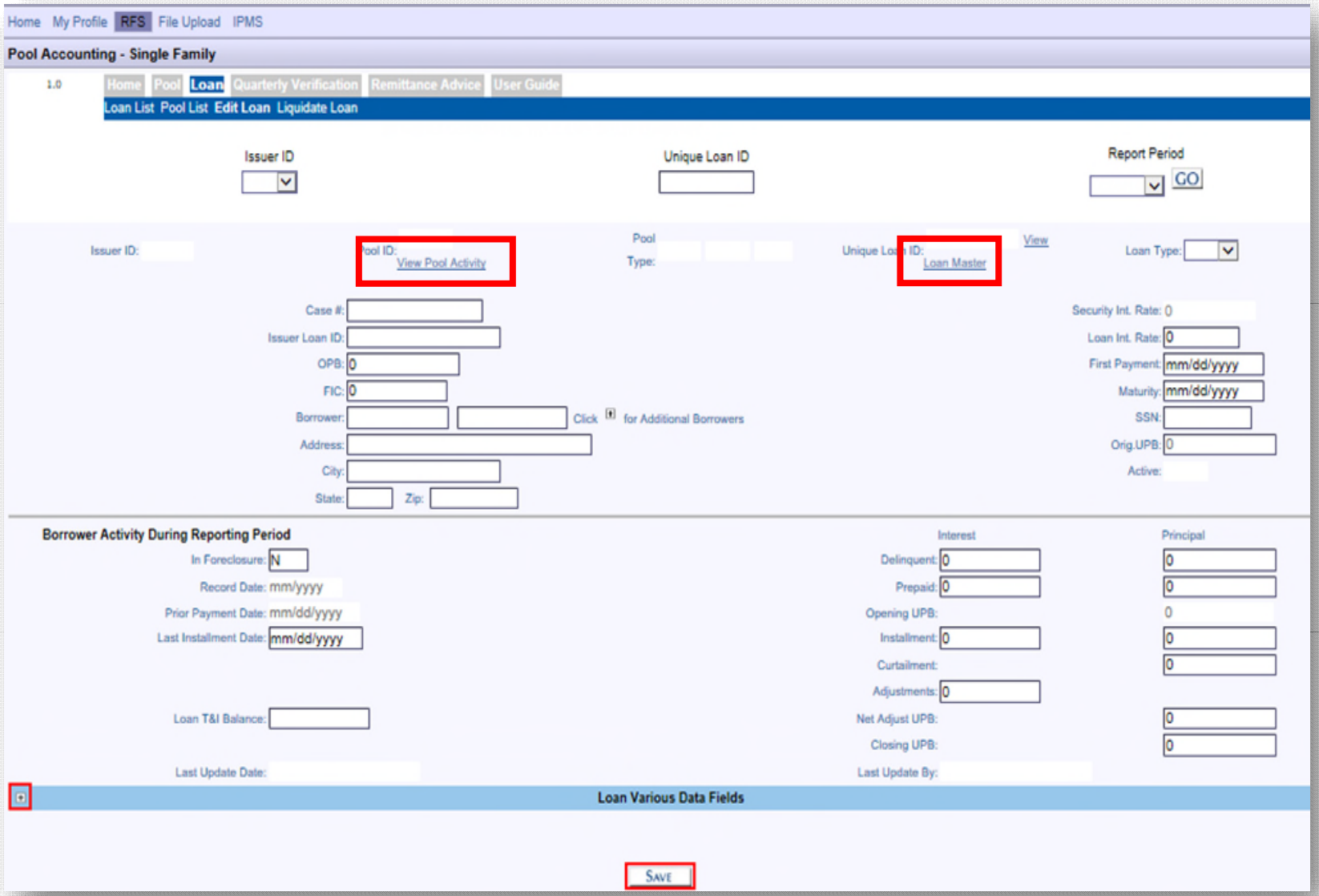
Escrow Custodial Bank:

Account Number(s): :

Principal and Interest Funds at Month End($):	0.00
Escrow Funds at Monthend($):	16,199.76
Other Funds at Monthend($):	0.00

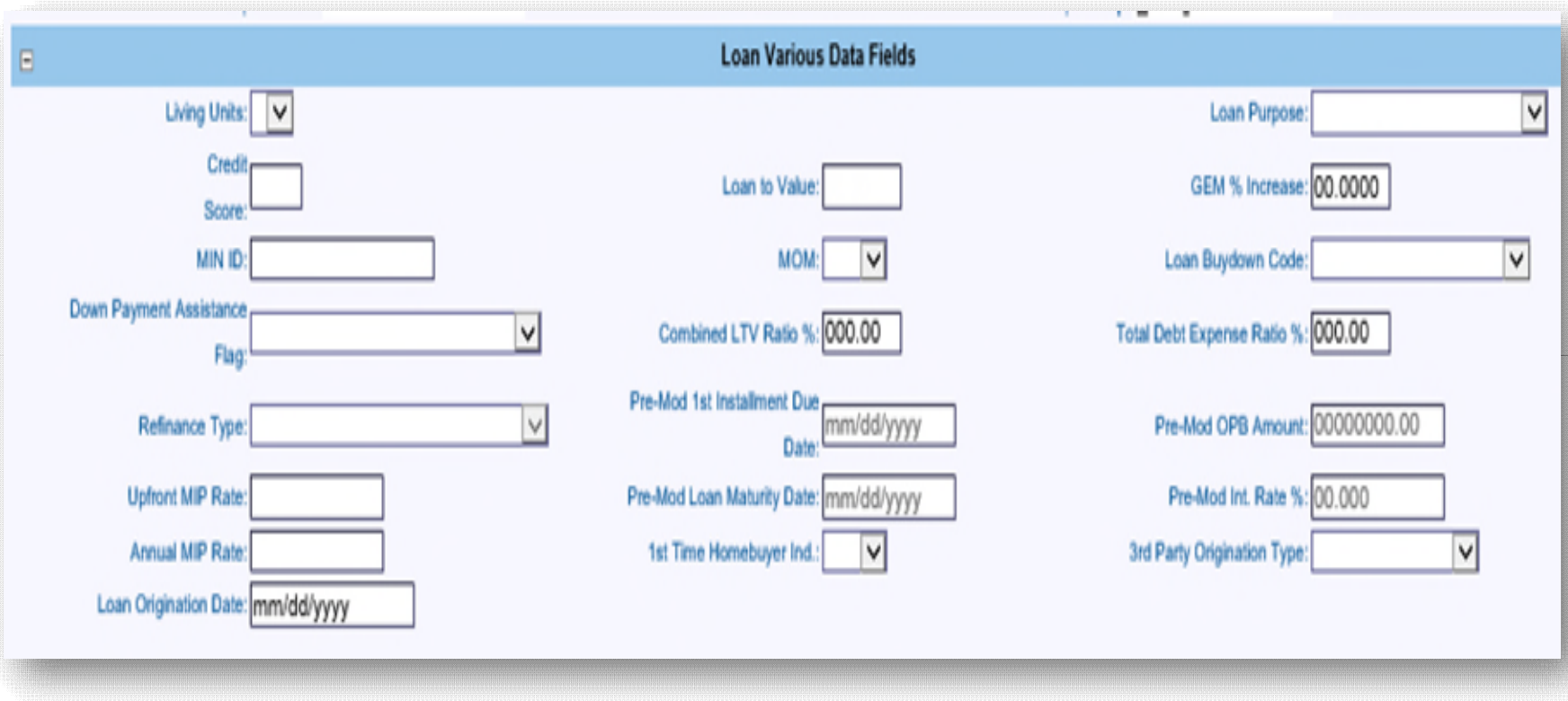
Click Here To Go Back To Pool Activity Screen.

LOAN ACTIVITY SCREEN



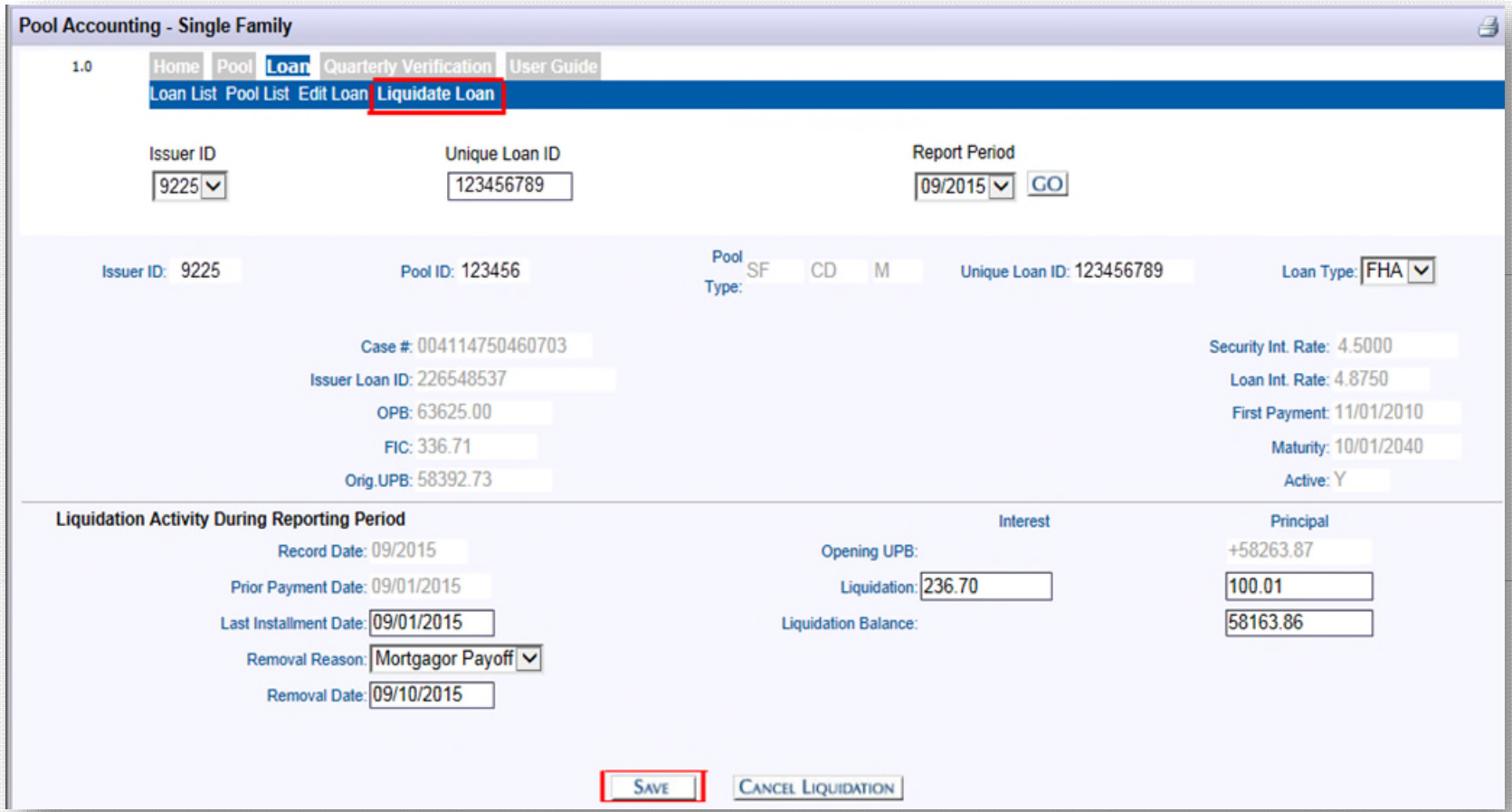
LOAN ACTIVITY SCREEN

Link from Loan Screen to Various Data



LIQUIDATED LOAN ACTIVITY SCREEN

Tab for Liquidate Loan



EXAMPLE OF LIQUIDATION

Liquidation Record

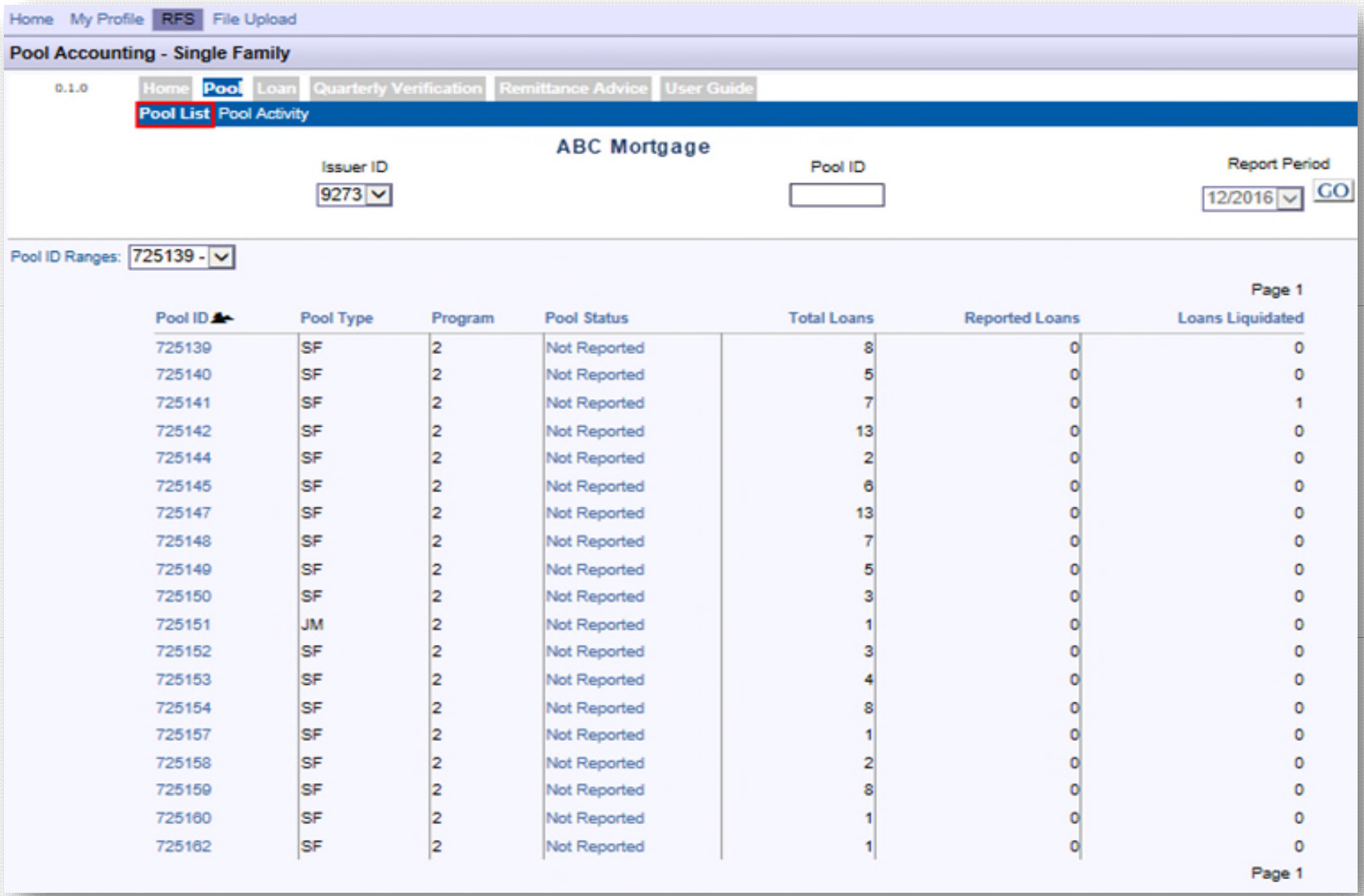
Issuer ID: 9225	Reporting Month: 9/2015	Pool #: 123456	P&I: 336.71
Case #: 004114750460703	Date Removed: 09/10/2015	Loan Type: FHA	Interest Rate: 4.875

Reason Codes:

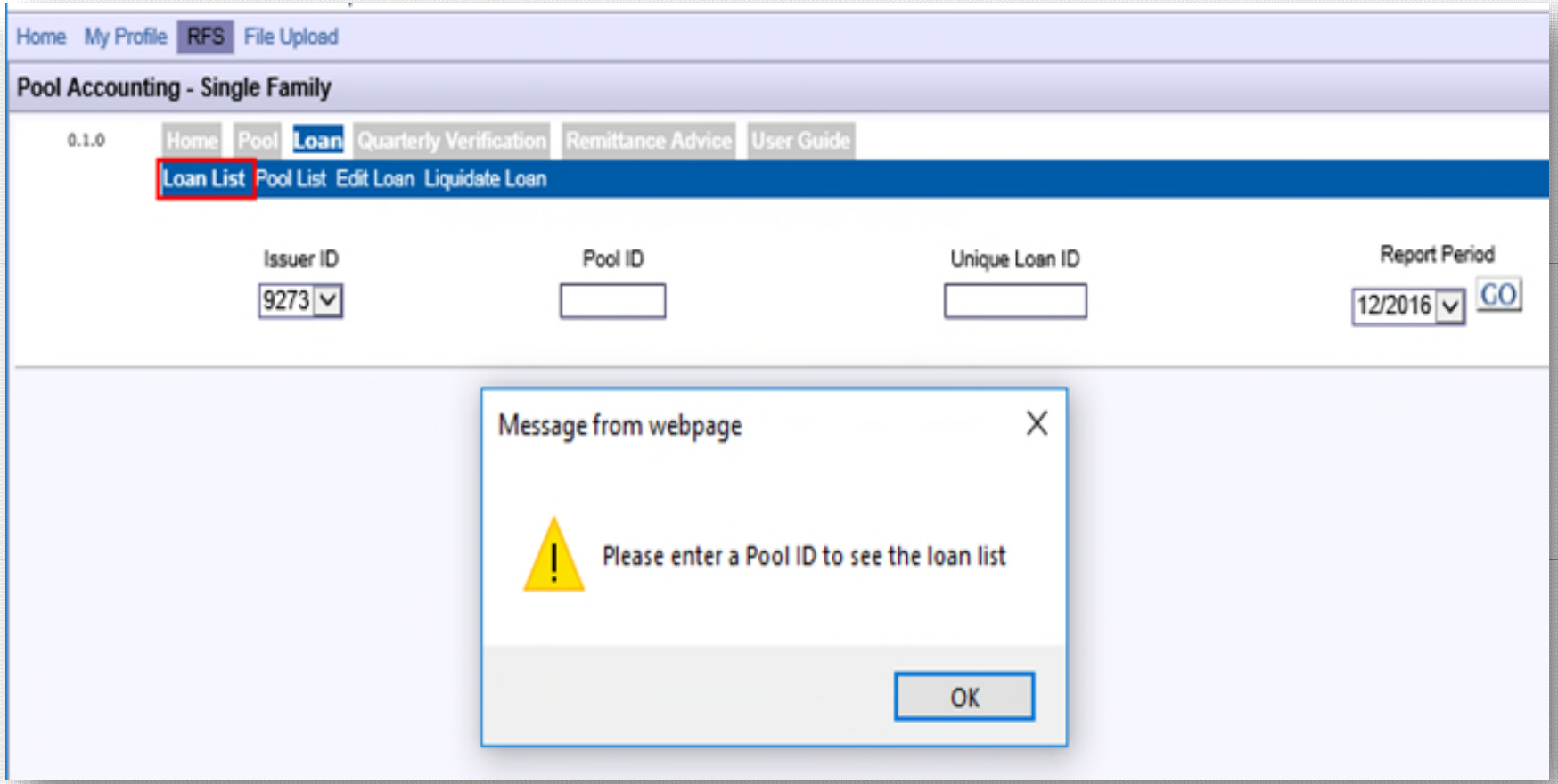
- [X] 1. Mortgagor Payoff
- [ ] 2. Repurchase
- [ ] 3 Foreclosure w/claim pmt
- [ ] 4. Loss Mitigation
- [ ] 5. Substitution
- [ ] 6. Other

Payment Due Date	Interest Due	Principal Remitted	Balance
9/1/2015			58,263.87
10/1/2015	236.70	100.01	58,163.86
	Total Interest Due 236.70	**Total Principal Remitted** 100.01	**Liquidation Balance** 58,163.86

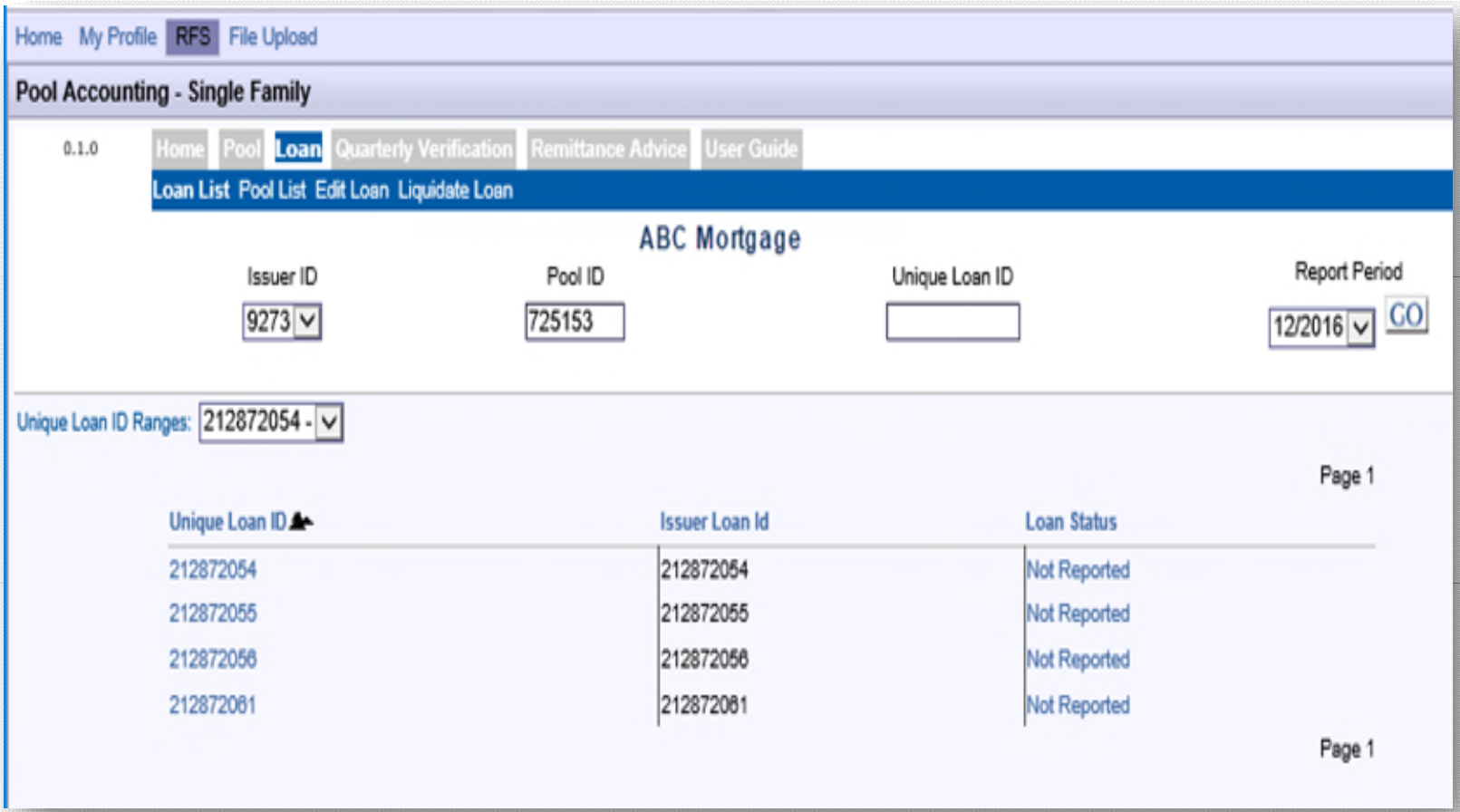
POOL LIST


Home My Profile RFS File Upload
Pool Accounting - Single Family
0.1.0
Home Pool Loan Quarterly Verification Remittance Advice User Guide
Pool List Pool Activity
ABC Mortgage
Issuer ID
9273
Pool ID
Report Period
12/2016
GO
Pool ID Ranges: 725139 -
Page 1
Pool ID | Pool Type | Program | Pool Status | Total Loans | Reported Loans | Loans Liquidated
725139 | SF | 2 | Not Reported | 8 | 0 | 0
725140 | SF | 2 | Not Reported | 5 | 0 | 0
725141 | SF | 2 | Not Reported | 7 | 0 | 1
725142 | SF | 2 | Not Reported | 13 | 0 | 0
725144 | SF | 2 | Not Reported | 2 | 0 | 0
725145 | SF | 2 | Not Reported | 6 | 0 | 0
725147 | SF | 2 | Not Reported | 13 | 0 | 0
725148 | SF | 2 | Not Reported | 7 | 0 | 0
725149 | SF | 2 | Not Reported | 5 | 0 | 0
725150 | SF | 2 | Not Reported | 3 | 0 | 0
725151 | JM | 2 | Not Reported | 1 | 0 | 0
725152 | SF | 2 | Not Reported | 3 | 0 | 0
725153 | SF | 2 | Not Reported | 4 | 0 | 0
725154 | SF | 2 | Not Reported | 8 | 0 | 0
725157 | SF | 2 | Not Reported | 1 | 0 | 0
725158 | SF | 2 | Not Reported | 2 | 0 | 0
725159 | SF | 2 | Not Reported | 8 | 0 | 0
725160 | SF | 2 | Not Reported | 1 | 0 | 0
725162 | SF | 2 | Not Reported | 1 | 0 | 0
Page 1

LOAN LIST

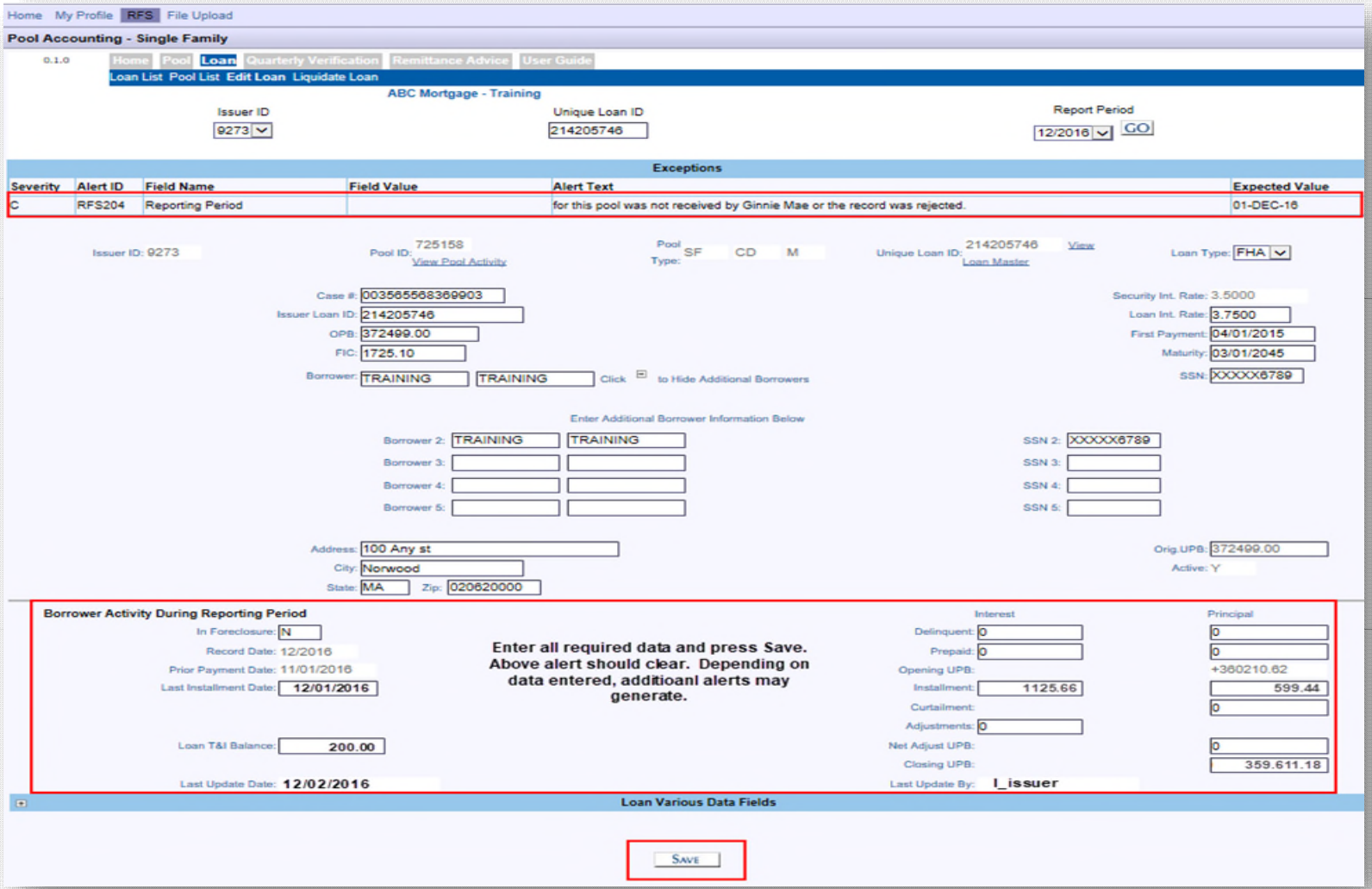

Home
My Profile
RFS
File Upload
Pool Accounting - Single Family
0.1.0
Home
Pool
Loan
Quarterly Verification
Remittance Advice
User Guide
Loan List
Pool List
Edit Loan
Liquidate Loan
Issuer ID
9273
Pool ID
Unique Loan ID
Report Period
12/2016
GO
Message from webpage
Please enter a Pool ID to see the loan list
OK

LOAN LIST


Home My Profile RFS File Upload
Pool Accounting - Single Family
0.1.0
Home Pool Loan Quarterly Verification Remittance Advice User Guide
Loan List Pool List Edit Loan Liquidate Loan
ABC Mortgage
Issuer ID
9273
Pool ID
725153
Unique Loan ID
Report Period
12/2016
GO
Unique Loan ID Ranges: 212872054 -
Page 1
Unique Loan ID
Issuer Loan Id
Loan Status
212872054 212872054 Not Reported
212872055 212872055 Not Reported
212872056 212872056 Not Reported
212872061 212872061 Not Reported
Page 1

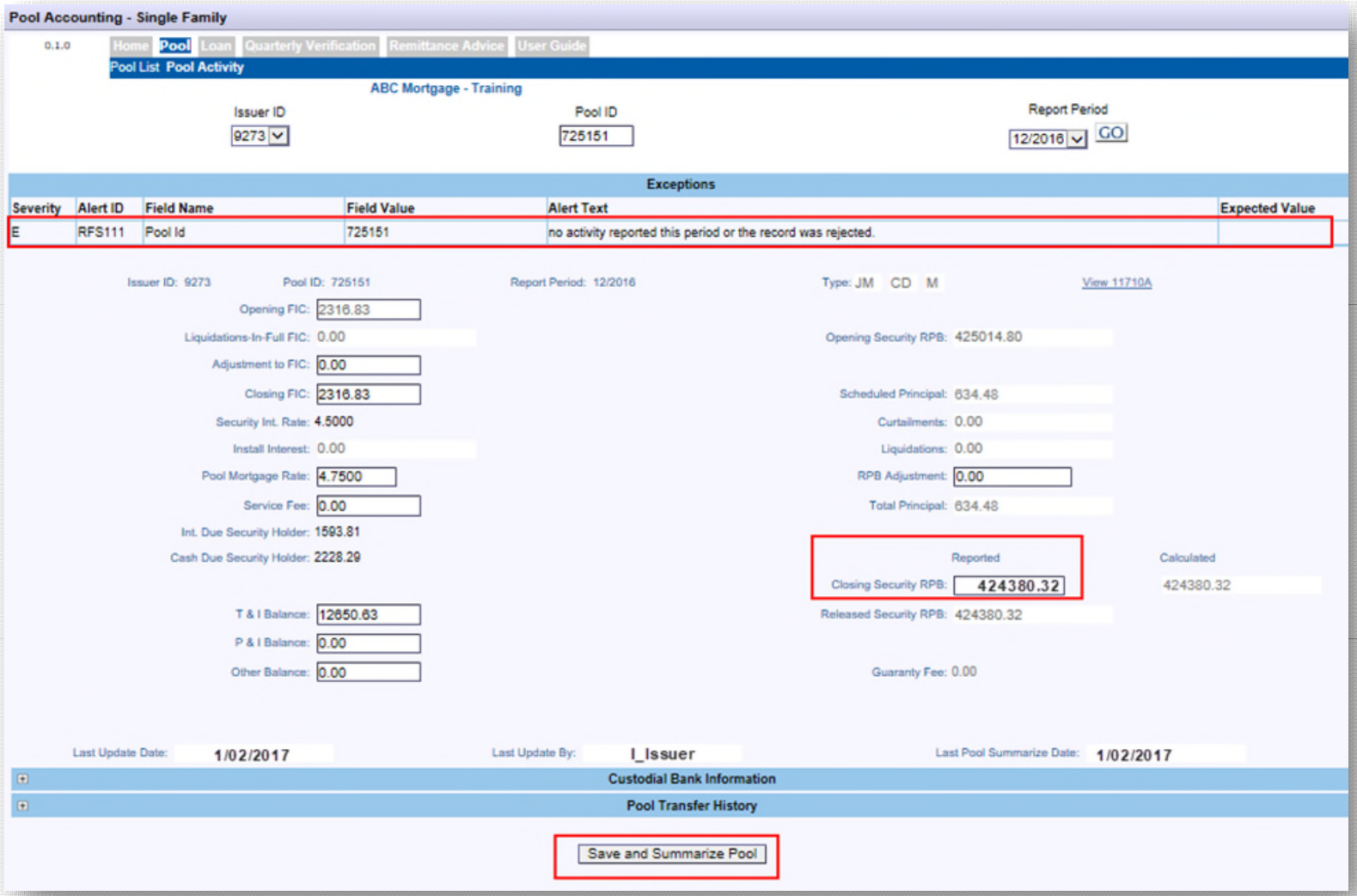
MANUAL ENTRY OF LOAN ACTIVITY

Report Borrower Activity During Reporting Period



MANUAL ENTRY OF POOL ACTIVITY

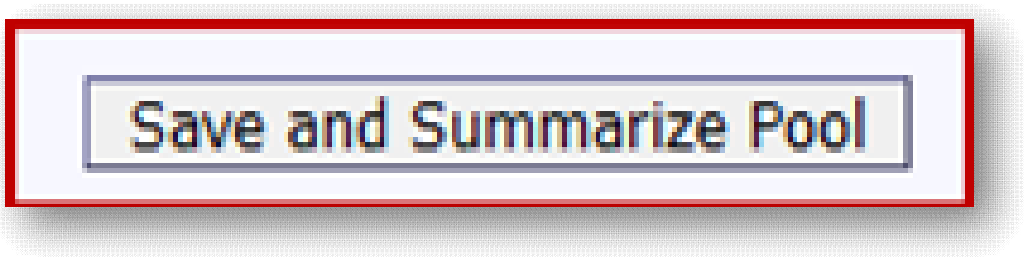
Report Activity During Reporting Period



RFS 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.

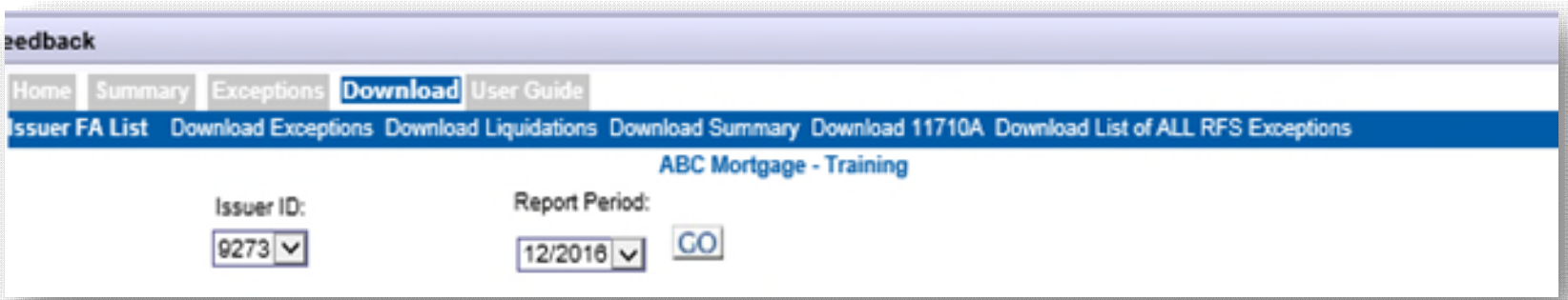


DOWNLOAD SCREEN

Download Screen:

Download screen provides ability to access the following:

1. Download Exceptions
   - Subservicer has the ability to download all issuers in one file
2. Download Liquidations
   - May choose to download 1 month or several months
3. Download RFS Summary Screen
4. Download all 11710A's
5. Download Forbearance Data



ACTIVITY

Polling Questions:

4. **When do you Summarize a Loan record?**
   a) After reporting Loan activity
   b) After reporting Pool activity
   c) Is this a trick question
   d) After reporting Sensitive activity

5. **Which screen can you use to locate Bank Account Information?**
   a) Pool Activity
   b) Loan Activity
   c) Download Exception Feedback
   d) RFS Summary Screen

6. **Which records are required each month?**
   a) Pool/Sensitive Records
   b) Loan/Various Records
   c) Pool/Loan Records
   d) Pool/Loan/Sensitive/Various Records

GROUP 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?*

GROUP ACTIVITY

	A	B	C	D	E	F	G	H	I
1	POOL	LOAN	ISSUER LOAN	SEVERITY	CODE	FIELD	VALUE	MESSAGE	EXPECTED
2	#725150	0		E	RFS111	Pool Id	#725150	no activity reported this p	#
3	#725151	0		E	RFS111	Pool Id	#725151	no activity reported this p	#
4	#725157	0		E	RFS111	Pool Id	#725157	no activity reported this p	#
5	#725158	0		E	RFS111	Pool Id	#725158	no activity reported this p	#
6	#725160	0		E	RFS111	Pool Id	#725160	no activity reported this p	#
7	#725139	0		C	POOL104	Pool FIC	# 8503.63	should equal the sum of t	# 8502.13
8	#725139	0		C	POOL452	Security RPB	# .00	should equal prior month	#1365477.32
9	#725139	212554542	212554542	C	LOAN654	Loan Unpaid Principal Balar	#0	should be greater than ze	# 108457.00
10	#725139	212554542	212554542	C	LOAN655	Loan Unpaid Principal Balar	#0	is not consistent with oth	# 108457.00
11	#725139	212554551	212554551	C	NOTE305	Loan Maturity Date	#03/01/2066	should be not more than	#04/20/2044
12	#725139	212554553	212554553	C	NOTE354	Loan Interest Rate	#6.75	should be greater than Se	# 4.5000
13	#725139	212554555	212554555	C	NOTE305	Loan Maturity Date	#04/01/2049	should be not more than	#04/20/2044
14	#725140	212647108	212647108	C	LOAN655	Loan Unpaid Principal Balar	#98002.25	is not consistent with oth	# 97749.80
15	#725142	0		C	POOL452	Security RPB	# 1332127.35	should equal prior month	#1331833.58
16	#725142	212590494	212590494	C	LOAN655	Loan Unpaid Principal Balar	#85510	is not consistent with oth	# 85507.04
17	#725142	212590497	212590497	C	LOAN654	Loan Unpaid Principal Balar	#0	should be greater than ze	# 96494.24
18	#725142	212590497	212590497	C	LOAN655	Loan Unpaid Principal Balar	#0	is not consistent with oth	# 96494.24
19	#725145	0		C	POOL104	Pool FIC	# 3736.79	should equal the sum of t	# 3153.30
20	#725147	0		C	POOL452	Security RPB	# 1526927.89	should equal prior month	#1516912.77

Which Exception Code shows a missing pool?

Which Exception Code indicates the Ending Pool Balance needs to be reviewed?

QUESTIONS & ANSWERS

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SESSION 3 AGENDA

Session 1:

1 | Introduction

2 | Reference Documentation

3 | RFS Reporting Timelines

4 | E-Notification

Session 2:

5 | RFS Monthly Report of Pool and Loan Data

6 | RFS Exception Feedback

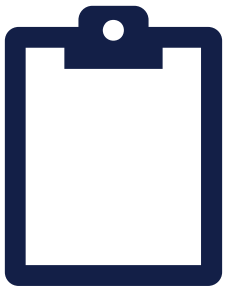
7 | Overview of Reporting Workflow

Session 3:

8 | **Additional Reporting Requirements**

9 | **Cash and Reconciliations**

PARTICIPANT FEEDBACK



This training has been designed to orient new employees to Ginnie Mae's business processes and the systems used to manage those processes. In rating this event, please consider how effective you believe this course to be for someone at an introductory level. Thank you.

Single Family Investor Reporting Session 3: October, 29