

HAMP Reporting Tool Release Notes

September 13, 2010

On Monday, September 27, 2010, Fannie Mae, as program administrator for the Home Affordable Modification Program (HAMP), plans to implement functionality to the HAMP Reporting Tool that will support:

- user interface (UI) enhancements;
- new servicer reports; and
- updates to existing servicer reports.

UI Enhancements

This release includes several enhancements to the UI within the HAMP Reporting Tool.

Program References

Throughout the UI, program references may be abbreviated as follows:

- HAMP First Lien Modification Program – 1st Lien
- Home Affordable Foreclosure Alternative Program – HAFA
- Second Lien Modification Program – 2MP
- Supplemental Directive 09-06 – SD 09-06

Note: While Supplemental Directive 09-06 has been superseded by the MHA Handbook, a tab labeled "SD 09-06" remains in the HAMP Reporting Tool. Additionally, the term "Fannie Mae" will be replaced with either "HAMP Reporting System" or "HAMP Program" as appropriate and references to "HMDA/NPV" will be updated to "SD 09-06."

The Reports tab will be modified to remove the Fannie Mae Response link. As a reminder, effective March 2010, Fannie Mae Response files were consolidated into the Response File and Web Data Submission screens. Servicers should continue to access the Fannie Mae Response files (which will now be referred to as the HAMP Program Response files) through those screens.

Saving Data: Save and Resume Later Function

Servicers will have the ability to save all loan activity data when entered directly into the Web form. A new Save and Resume Later link will be added to the following screens:

- 1st Lien Trial Setup
- 1st Lien Official Setup
- FHA Trial Setup

- FHA Official Setup
- HAFA Short Sale Notification
- HAFA Deed in Lieu Notification
- HAFA Short Sale Loan Setup
- HAFA Deed in Lieu Loan Setup
- SD 09-06
- 2MP Loan Setup – Official
- 2MP Extinguishment
- 2MP Partial Extinguishment

Servicers must enter a Servicer Loan Number in the Web form prior to saving the data. The following error message will be displayed if the data is not provided prior to saving: “Servicer Loan Number is required for Save Function.”

Servicers will receive a message when the record is successfully saved.

Data will be retained for 45 days. The UI will only display the most recently saved record and can only be retrieved by the user login that originally saved the record.

New Servicer Reports

Servicers will have access to two new reports through the HAMP Reporting Tool:

- Disqualified Loans Report
- Missing OMR Report

Disqualified Loans Report

The Disqualified Loans Report will:

- provide servicers with a list of permanent first lien and Second Lien Modification Program (2MP) loans that are disqualified during the current reporting cycle;
- be produced on the second business day through the business day prior to the monthly close* of each reporting cycle;
- include column headers; and
- be provided in comma-delimited (.csv) format.

Loans that become disqualified during the reporting cycle are based on the processing of the Official Monthly Report (OMR). A loan becomes disqualified when the Last Paid Installment Date reported is greater than 90 days.

Servicers should access the Disqualified Loans Report throughout the reporting cycle to review and confirm the reported Last Paid Installment Date. OMR reporting errors can be corrected and resubmitted up through two business days prior to monthly close.*

Missing OMR Report

The Missing OMR Report will:

- provide servicers with a list of loans in which the OMR has not been successfully processed. This list may include:
 - permanent first liens; and
 - 2MP active payments and 2MP non-GSE disqualified loans for which the first lien is an official active payment.
- be produced on the first business day through the business day prior to the monthly close* of each reporting cycle;
- include column headers; and
- be provided in comma-delimited (.csv) format.

Servicers should access the Missing OMR Report throughout the reporting cycle and use it to reconcile payment activity reported to-date against OMRs due for permanent modifications. OMRs are accepted through two business days prior to monthly close.*

*Monthly close is the 17th calendar day or first business day prior to the 17th, if the 17th falls on a weekend or holiday. Refer to the 2010 Operational Reporting Calendar on HMPAdmin.com for more detail.

Accessing the Disqualified Loans Report and the Missing OMR Report

If you are assigned the administrative role, you can access to the Disqualified Loans Report and the Missing OMR Report through these steps:

- Log in to the secure portion of HMPAdmin.com; select the HAMP Loan Reporting Tools & Documents link.
- Click the Launch the HAMP Reporting Tool link.
- Log in using your HAMP Reporting Log in ID and password.
- Select the Reports tab from the Welcome screen.
- Click on the desired report link.
- Locate the file to be downloaded.
- Click the Download File link.
- Click either Open or Save when the File Download window appears.

Updates to Existing Servicer Reports

The retention term for the existing servicer reports will be updated to the following:

- Transactional Response Files (for all programs) will be available for 45 days;
- HAMP, HAFA and 2MP Master Servicer Reconciliation Report will be available for six months; and
- HAMP, 2MP and FHA Cash Payment Summary Reports will be available for 13 months.



Support

For more information or questions regarding the information in these release notes, please contact the HAMP Solution Center at 1-866-939-4469; to reach Lender Processing Services, Inc. (LPS), select option 1, and then select option 5. Or, contact your HAMP Servicer Integration Team (SIT) lead.

Related Links

HMPadmin.com

[HAMP Reporting Tool](#) (login required)

[2010 Operational Reporting Calendar](#)