Multifamily Delinquency and Default Reporting (MDDR) System Training Session

U.S. Department of Housing and Urban Development
Training Agenda

Welcome and Introduction
Overview of MDDR
Accessing MDDR
System Walkthrough
User Support
Questions from the Audience
Course Objectives

You will understand how to:

- Navigate MDDR
- Submit delinquency, default and election to assign notices via the internet
- Access on-line forms and reports
- Know who to contact for user support
Learning Objectives

- Definition
- Benefits
- Functionality
- HUD Regulations
- User Groups
Multifamily Delinquency and Default Reporting System

Is a Web-based application designed to provide lenders, the ability to submit delinquencies, defaults, and elections to assign. In addition, MDDR tracks previous delinquency submissions through the reporting component for HUD-insured and HUD-owned properties.
MDDR Benefits

MDDR is a useful tool:

- Accurate delinquency and default history for Project Managers and Lenders
- Facilitates industry partnerships between MFH and servicing mortgagees
- Supports integration with HUD HQ, Lenders, and Servicing Sites
What’s New in MDDR 2.0?

Phase II Enhancements and Functionality:
- 202 Direct Loan Delinquency Tracking
- Enhanced Processing of Elections to Assign
- New User Interface
- Ad Hoc Reporting
- Data Downloads
- On-line Administration Functions
- Increased Enforcement of FHA-Insured Loan Delinquency Business Rules
HUD Regulations require:

- Migration to electronic submission of delinquency and default information by mortgagees of HUD-insured loans by January 1, 2002
- Phase-in process determined by the number of loans a lender services
**HUD Regulations**

**Phased-In Approach:**

<table>
<thead>
<tr>
<th>Mortgagees with:</th>
<th>Must Comply By:</th>
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<tbody>
<tr>
<td>70 or more insured mortgage loans</td>
<td>March 1, 1999</td>
</tr>
<tr>
<td>26 to 69 insured mortgage loans</td>
<td>January 1, 2000</td>
</tr>
<tr>
<td>11 to 25 insured mortgage loans</td>
<td>January 1, 2001</td>
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<tr>
<td>*10 or fewer insured mortgage loans</td>
<td>January 1, 2002</td>
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</tbody>
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*On or after January 1, 2002, mortgagees that hold or service fewer than 10 multifamily mortgages may continue to report mortgage delinquencies, defaults, reinstatements, assignment elections, withdrawals of assignment elections, and related information in writing on Form HUD-92426 only with specific HUD approval.*
MDDR User Groups

- Servicing Mortgagees
- HUD Headquarters
  - Program Management
  - Portfolio Management
  - OGC
  - Business Products
  - Comptrollers’ Office
- Servicing Site Project Managers
- REAC
- Departmental Enforcement Center
MDDR User Groups

Remember

- Know your user role and purpose for using MDDR
- Each user type has different access rights
MDDR Process Overview

Delinquency → Default → Election to Assign

MDDR FHA Insured Menu

New Delinquency Submission →

Paid?

- Yes → Enter Paid Date
  - MM/DD/YYYY → Normal Loan Processing
  - No → Initial Default

- Reinstated?
  - Yes → Submit Election Forms
  - No → Election?
    - Yes → Submit Election Forms
    - No → Filing Extension?
      - Yes → Submit Election Forms
      - No → Current Defaults

Filing Extension?
MDDR Application Training
Getting Started on the Web

If you are a **HUD Employee**:

- Open Browser
- Type:
Open Browser (version 4.0 or higher)  
http://hudapps.hud.gov/ssmaster/index.cfm

Type in User ID and Password

Secure Systems Page
Click on 
Multifamily Delinquency and Default Reporting System link
Secure Systems Password

HUD Employees:

- Contact your REMS System Administrator in your Servicing Site to obtain a Secure Systems Password
Getting Started on the Web

If you are a **Lender**:

- Open Browser
- Type: http://www.hud.gov
MDDR System- Lender

FHA Connection to Access MDDR

Open Browser (version 4.0 or higher) http://www.hud.gov

Right Side of Screen Locate:

PICK YOUR GROUP

Lenders

Scroll Down To Locate:

Work On-Line

FHA connection
Click here to begin

Welcome to the
FHA Connection

Click On:
application coordinator registration
or
standard user registration

Application Coordinator’s id will take 7-10 business days to receive by US Postal Mail. The id will be mailed to the CEO and distributed by him/her.
MDDR System Access

Application Coordinator will help you

- Request a role type
- Access your user rights
Lender
MDDR System - Lender

Submitting a Delinquency

MDDR: New Delinquencies Page

Download File From McKracken

Format McKracken File
loan abc; 06/14/1999;
loan bef; 04/22/2000;

Save File
Submit Monthly Delinquencies in Batch Mode link

Batch Upload

or

Individual Submission

Enter FHA Number

Lender enters data specific to the loan

Delinquency Status Report
Loan ABC

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MDDR System- Lenders

Additional Functionality for Lenders

- **Current Defaults Window**
  - View and Update Loans in Default

- **Election to Assign Page**
  - Submit a Fiscal Form
  - Request a 30 day extension on recordation

- **Standard Reports**
  - Options include submission type for a selected time period
Project Manager
MDDR System - Project Manager

Search For and Update A 202 Delinquency

MDDR: Update 202 Delinquency Menu Screen

Search for 202 Loan by FHA Number

<table>
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<tr>
<th>Search Criteria</th>
<th>FHA Number</th>
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Make updates to 202 Loan

Click Button to Submit Loan:

Submit
MDDR System - Project Manager

Access Direct Loan Delinquency Report

MDDR:
Update 202
Delinquency
Menu Screen

To Access 202 Delinquency Reports
Click Button:

Use
LAS Update Date link
or
✓ Check Mark Data Fields
to customize 202 Delinquency
Report
Portfolio Management
(HUD Headquarters)
MDDR System - Portfolio Management

FHA Link - Approve or Deny Lenders Election To Assign

MDDR: FHA Screen

To Approve Elections to Assign
Click Button:

Approve Elections to Assign

Approved Election:
Email sent to Lender and cc’d to specified persons

Disapproved Election
MDDR System - Portfolio Management

Administration Link

MDDR:
Election Notification Page

Functions

✓ Add Users
✓ Update Users Information
x Delete User
x Remove User from Email Distribution List
Summary

During this training session we have learned:

- Benefits of Using MDDR
- How To Access MDDR
  - Lender: FHA Connection
  - HUD Employees: Secured Systems
- Understanding your User Role
- MDDR Functionality for Lenders, Portfolio Managers and Project Managers
MDDR System Help

- For FHA Connection ID Support
  - Contact the appropriate Home Ownership Center

- For Secured Systems Support
  - Call your REMS Administrator

- For Operational/Technical Questions Regarding MDDR
  - Call 202-401-7816 for MDDR Help Desk

- For Policy Questions
  - Call Gloria Burton or Cindy Bridges at (202) 708 - 3944