To: Multifamily Lenders
From: Nancy Atwell, Vice President for Multifamily
Subject: DUS Gateway and C&D will Integrate to Automate Flow of Commitment Data between Systems

Highlights

• As part of our ongoing work to make it easier to do business with us, Fannie Mae Multifamily is integrating some facets of DUS Gateway® and Multifamily Committing & Delivery (C&D™) to reduce duplicate data entry.

• DUS Gateway and C&D will integrate to enable automatic transmission of a subset of commitment data from DUS Gateway to C&D. This change applies to commitment data for Pre-Review Deals and Refinance Deals. There is no change for fully delegated deals.

• Beginning in late January and continuing through February 2018, Multifamily will roll out the new functionality to Lenders in phases.

• Lenders will no longer need to start the committing process with C&D Deal Registration. With the click of a button in DUS Gateway, a draft commitment record will be created in C&D for lenders to edit and submit.

What Is Changing?

Beginning in late January and continuing through February 2018, Multifamily will implement a phased rollout of DUS Gateway Release 4.0. The release will enable Lenders to automatically send commitment data for Pre-Review Deals and Refinance Deals from DUS Gateway to C&D with the click of a button! This automation will allow Lenders to select approved loan options and enter, review, and validate commitment data directly in DUS Gateway, thereby eliminating duplicate data entry, simplifying the commitment process, and making it easier to do business with Fannie Mae Multifamily.

Changes to enable DUS Gateway to send commitment data to C&D include a “Prepare C&D Data” button, new data entry fields in DUS Gateway, and pre-populated commitment data within C&D’s Registration/Contacts Information, Commitment, and Property Collateral screens.

With these upcoming changes, Lenders should begin evaluating their internal Fannie Mae Multifamily committing processes and procedures to determine whether any modifications are necessary.

I. DUS Gateway Changes

• New “Prepare C&D Data” Button
A new “Prepare C&D Data” button will be available on the Deal Details page for deals with a status of “Under Application”. When selecting this button, Lenders will be prompted to complete the following three-step process to send pre-commitment data for Pre-Review (Cash, Mortgage Backed Security (MBS), and Bond Credit Enhancement (BCE)) and Refinance deals to C&D:

1. Select a Loan Option from the Quote PDF,
2. Select “Approved” Pre-Review and/or Waivers, and
3. Submit the Loan Option and Pre-Review and/or Waivers to C&D.

Please note, on December 9, 2017, with DUS Gateway Release 3.1, the “Prepare C&D Data” button will be visible on the Deal Details page. However, the functionality will be unavailable until the phased rollout of DUS Gateway Release 4.0 beginning in late January.

- **New Data Fields**

Step three will include five new data entry fields to capture pre-commitment information:

- Fannie Mae Seller Number (required)
- Pre-Commitment Amount
- Adjusted Tier
- Adjusted Guaranty Fee (bps)
- Adjusted Servicing Fee (bps)

II. C&D Changes

- **Pre-populated Data in C&D**

Once data is received from DUS Gateway, a new deal, commitment and property will be created in C&D. A subset of data will be automatically displayed on the following C&D screens:

1. C&D Registration/Contacts Information screen
2. Commitment screen
3. Property Collateral screen (Short Property section)

- **Committing Process**

The committing process in C&D will remain the same as it is today. The commitment will remain in a draft state until the Lender completes all required data fields and submits the commitment to Fannie Mae for confirmation.

All data sent from DUS Gateway to C&D will be editable prior to submission. Lenders will still have the option to use the C&D Upload Template. Lenders using the Upload Template should ensure that the Commitment tab in the template is complete, as it will overwrite all commitment data previously sent from DUS Gateway.
What Is Not Changing?

Commitment data for the following types of deals will not be automatically sent from DUS Gateway to C&D. Lenders will continue to follow the existing process of entering or uploading commitment data directly into C&D:

1. Delegated Deals
2. Structured Transactions
3. Negotiated Purchases
4. DUS Split Loans
5. Bifurcated / Trifurcated Loans
6. Deals with One Pool and Multiple Commitments
7. MATS [Non-Structured]
8. Forwards (including conversions)

Lender Training

Training on these changes for DUS Gateway and C&D users will be held in January 2018. The sessions will include a review of the DUS Gateway Release 4.0 features, along with step-by-step instructions on how to complete submission of the commitment in C&D. Additional details and calendar invites are forthcoming.

Effective Date

Effective in late January 2018, DUS Gateway and C&D will integrate to enable automatic transmission of commitment data for Pre-Review Deals and Refinance Deals from DUS Gateway to C&D.

Beginning late January 2018 through February, 2018, Multifamily will roll out the new functionality to Lenders in phases. Information on roll out dates for each Lender organization will be provided over the coming months.

Contact Us

For DUS Gateway specific questions, please contact your NAM or submit a support request via the “Cases” tab within DUS Gateway.

For C&D specific questions, please contact Sandra Opon at Sandra_Opon@fanniemae.com.