

Manual Report Entry

SFH Guarantee Loan Program

Topics:

- Log into ESR
- Enter Monthly Status Reports
- Enter Monthly Default Reports

ESR: USDA LINC

https://usdalinc.sc.egov.usda.gov/





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FSA LINC Home

RBS LINC Home

RHS LINC <u>Home</u>

RUS LINC **Home**

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NOTE: New User button and Log On hyper link for ESR have been moved to the



Farm Service Agency



Rural Business Service



Rural Housing Service



Rural Utilities Service



Relending Programs

This site requires Secure Socket Layer. Therefore you must use Internet Explorer 7.0 and higher is supported on this site, however Internet Explorer version 9.0 is highly recommended and is the highest version supported.

To view the help documentation you must use Adobe Acrobat





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Training and Resource Library

Multi-Family Housing

Lender Loan Closing/Administration

ID Cross Reference

Application Authorization

Lender Status Report List

Lender PAD Account Maintenance

Community Facilities

Lender Loan Closing/Administration

ID Cross Reference

Application Authorization

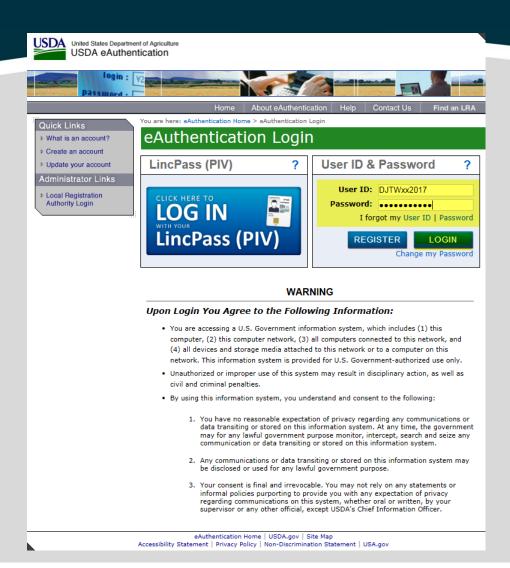
Lender Status Report List

Lender PAD Account Maintenance

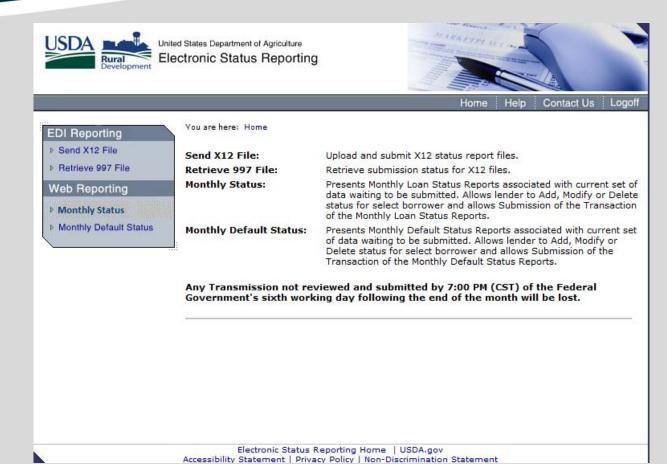


Log in with e-Authentication

Level Two account required



Successful Login



Reporting Options

- 1. Web Reporting: Manual entry of loan status and default reports
- 2. Electronic Data Interchange (EDI) X12 files (batch file submission)

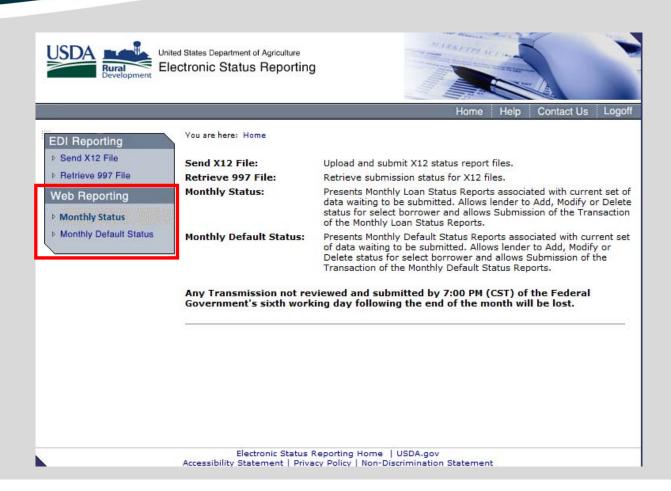
Reporting Window

Investor Status and Default Status Reports

- Open the 1st of the month 6th business day, 7pm CST
- No changes or updates allowed until the next month report
- Rejected/Error Corrections: Begin 13th business day end of calendar month

Menu Options

- EDI Reporting
- Web Reporting

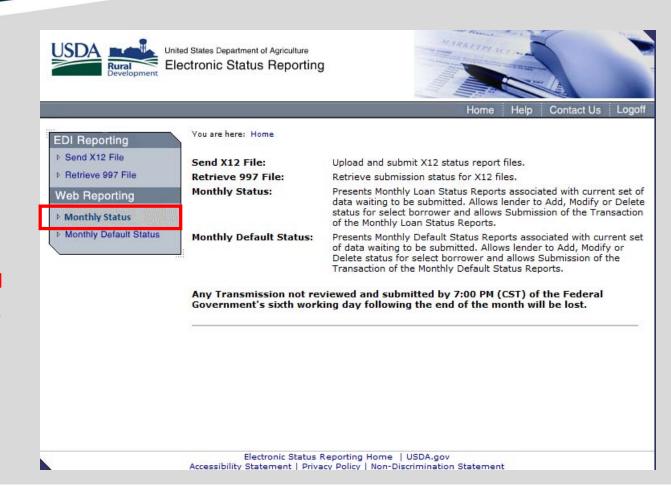


Monthly Status

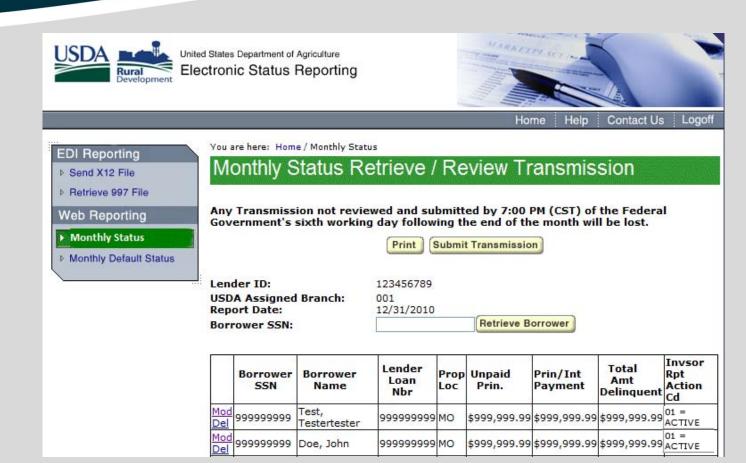
- Entire Portfolio
- Every Month

Report Cycle:

 1st day of the month thru 6th Government business day, 7pm CST



- Enter SSN
- Retrieve Borrower



First Time Report

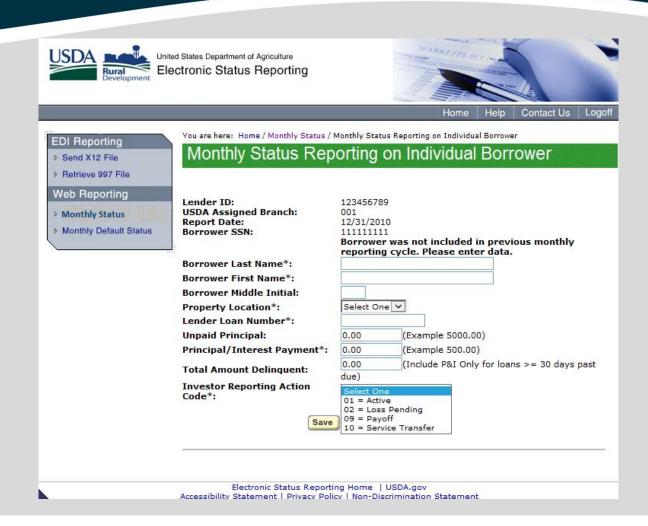
Complete data fields

Repeat Entry

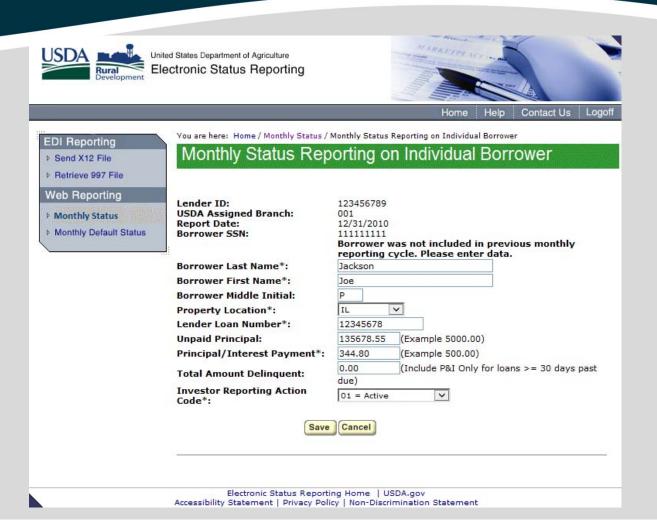
- Most data fields completed
- Update necessary items



Investor Reporting Action Code



Review and Save



Review Monthly Status





EDI Reporting

- ▶ Send X12 File
- ▶ Retrieve 997 File

Web Reporting

- Monthly Status
- Monthly Default Status

You are here: Home / Monthly Status

Monthly Status Retrieve / Review Transmission

Any Transmission not reviewed and submitted by 7:00 PM (CST) of the Federal Government's sixth working day following the end of the month will be lost.

Print | Submit Transmission

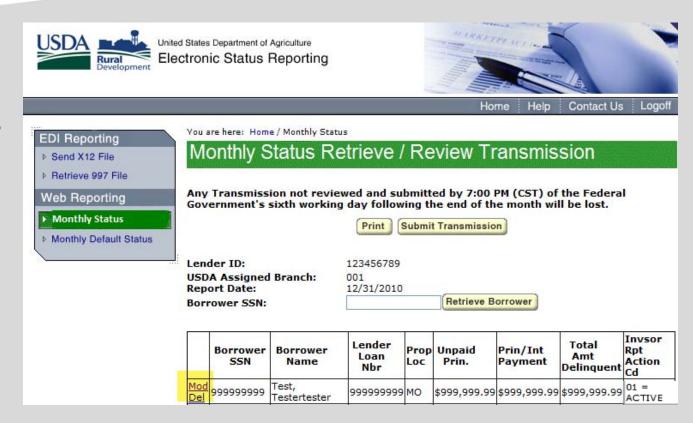
Lender ID: 123456789 **USDA Assigned Branch:**

12/31/2010 Report Date: **Borrower SSN:**

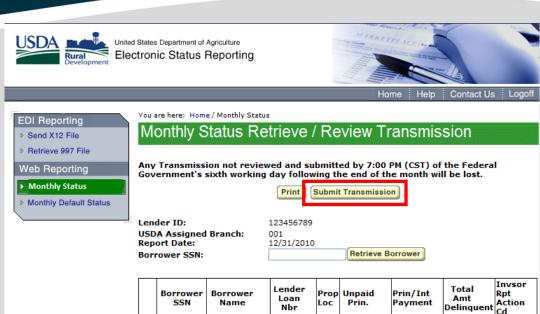
Retrieve Borrower

	Borrower SSN	Borrower Name	Lender Loan Nbr	Prop Loc	Unpaid Prin.	Prin/Int Payment	Total Amt Delinquent	Invsor Rpt Action Cd
Mod Del	99999999	Test, Testertester	99999999	МО	\$999,999.99	\$999,999.99	\$999,999.99	01 = ACTIVE
Mod Del	99999999	Doe, John	99999999	МО	\$999,999.99	\$999,999.99	\$999,999.99	01 = ACTIVE
Mod Del	999999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	999999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	999999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	999999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	999999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	МО	\$999,999.99	\$999,999.99	\$999,999.99	09 = Pavoff

- Modify or Delete
 Individual Borrowers
- Save



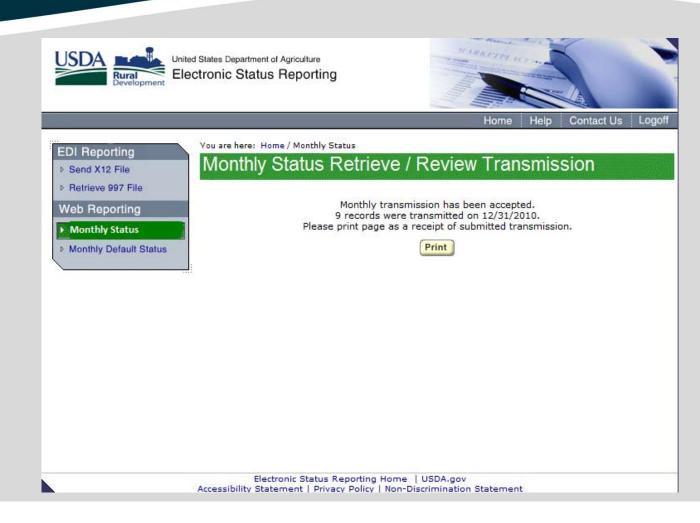
Submit Transmission



	Borrower SSN	Borrower Name		Prop Loc	Unpaid Prin.	Prin/Int Payment	Total Amt Delinquent	Invsor Rpt Action Cd
Mod Del	99999999	Test, Testertester	99999999	МО	\$999,999.99	\$999,999.99	\$999,999.99	01 = ACTIVE
Mod Del	99999999	Doe, John	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	01 = ACTIVE
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	I∉aaa aaa aa	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	мо	\$999,999.99	\$999,999.99	\$999,999.99	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	МО	\$999,999.99	\$999,999.99	I¢aaa aaa aa	09 = Payoff
Mod Del	99999999	Smith, Susan	99999999	МО	\$999,999.99	\$999,999.99	I#000 000 00	09 = Payoff

Transmission Confirmed

- Number of records
- Date
- Print

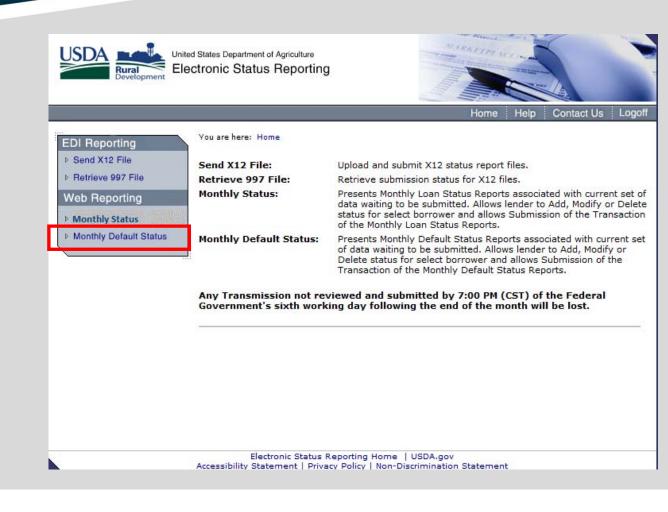


Monthly Default Status

- Every DQ Loan
- Every Month

Report Due:

 1st day of the month thru 6th Government business day, 7pm CST



Monthly Default Status

- Enter Borrower SSN
- Retrieve Borrower



999999999 Test, Testertester 999999999 MO

999999999 Test, Testertester 999999999 MO

003 = ILLNESS OF

PRIN MORT

FAM MEMB 003 = ILLNESS OF

PRIN MORT

FAM MEMB

11/01/2010

11/01/2010

FORECLOSURE

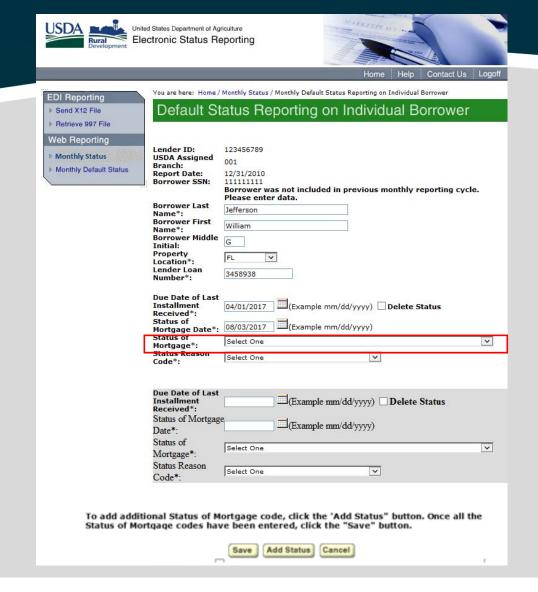
FORECLOSURE

COMPLETED

COMPLETED

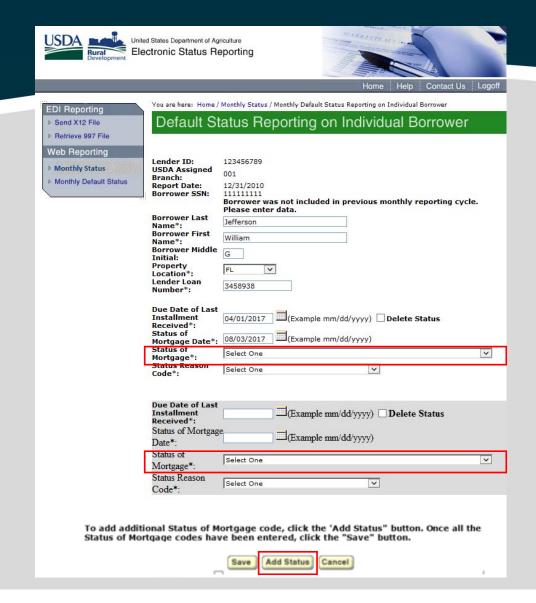
First Time Report

- Complete data fields
- First entry = 42



First Report/Multiple Codes

- Enter each code to capture each default event
- 2 default code opportunities available
- Use "Add Status" to report additional codes

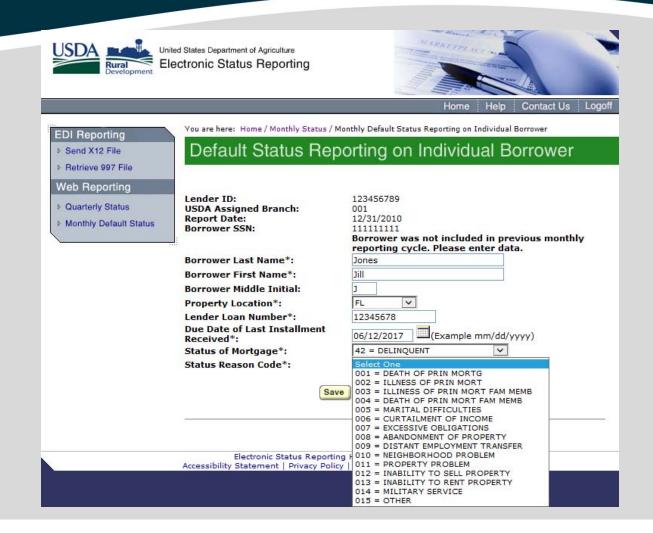


Status of Mortgage

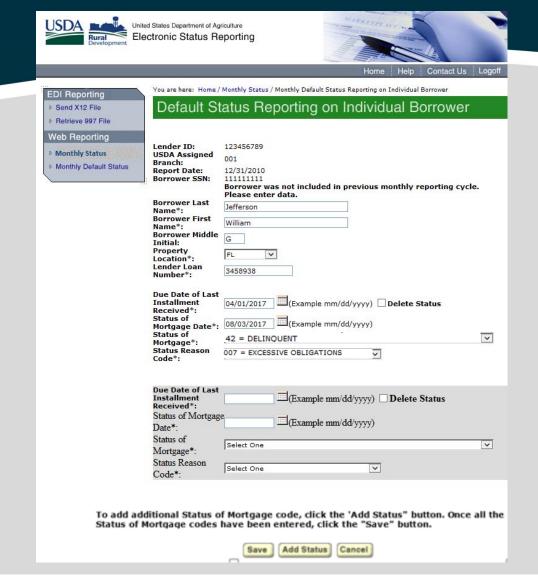
Status of Mortgage*: 06 = FORMAL FORBEARANCE PLAN 08 = TRIAL PAYMENT PLAN 09 = SPECIAL FOREBEARANCE 11 = PROMISE TO PAY 12 = REPAYMENT/INFORMAL FORBEARANCE PLAN 13 = PAID IN FULL 15 = PREFORECLOSURE ACCEPTANCE PLAN AVAILABLE 17 = PRE-FORECLOSURE SALE COMPLETED 1A = FORECLOSURE SALE HELD 1E = EVICTION STARTED 20 = REINSTATED BY MORTGAGOR W/O LOSS MITIGATION INTERVENTION 21 = REINSTATED BY ASSUMPTOR 24 = GOVERNMENT SEIZURE 26 = REFINANCE STARTED 28 = MODIFICATION STARTED 29 = CHARGE-OFF 30 = THIRD PARTY SALE 31 = PROBATE 32 = MILITARY INDULGENCE 33 = CONTESTED FORECLOSURE 34 = NATURAL DISASTER 36 = RD-SLS MORTGAGE RECOVERY ADVANCE STARTED 37 = RD-SLS MORTGAGE RECOVER ADVANCE MODIFICATION STARTED 39 = RD-SLS TRIAL PAYMENT PLAN 41 = RD-SLS MODIFICATION/MORTGAGE RECOVERY ADVANCE 42 = DELINQUENT 44 = DEED-IN-LIEU STARTED 47 = DEED-IN-LIEU COMPLETED 48 = LOSS CLAIM 59 = CHAPTER 12-BANKRUPTCY 65 = CHAPTER 7-BANKRUPTCY 66 = CHAPTER 11-BANKRUPTCY 67 = CHAPTER 13-BANKRUPTCY 68 = FIRST LEGAL ACTION TO COMMENCE FORECLOSURE 69 = BANKRUPTCY PLAN CONFIRMED 73 = PROPERTY REDEEMED 76 = BANKRUPTCY COURT CLEARANCE OBTAINED 78 = BORROWER PROGRAM ASSISTANCE RECEIVED 95 = STATE MANDATED DELAY &/OR MEDIATION 98 = REINSTATED AFTER LOSS MITIGATION INTERVENTION AA = COMPLETED FINANCIALS RECEIVED AND IN REVIEW AO = INELIGIBLE FOR LOSS MITIGATION AP = INELIGIBLE FOR LOSS MITIGATION DUE TO NO RESPONSE AQ = OPTION FAILURE AS = RD MORATORIUM AW = FIRST RPC H4 = CERTIFIED LETTER H5 = WORKOUT PACKAGE COMPLETED

Status Reason Code

- Avoid 015 "Other"
- 015 = DOCUMENT

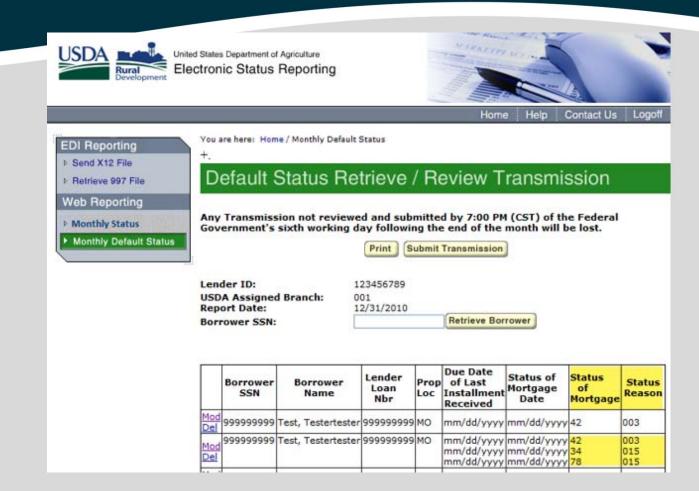


Save the entry



Multiple Code Result

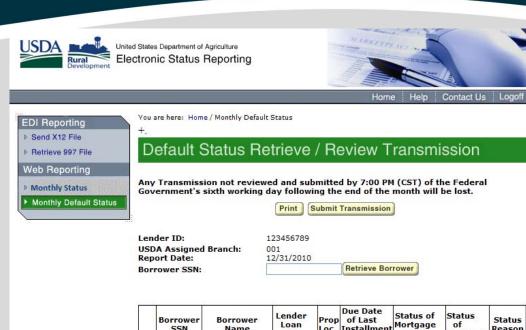
- All codes display
- Excellent reporting!



Default Reporting Tips

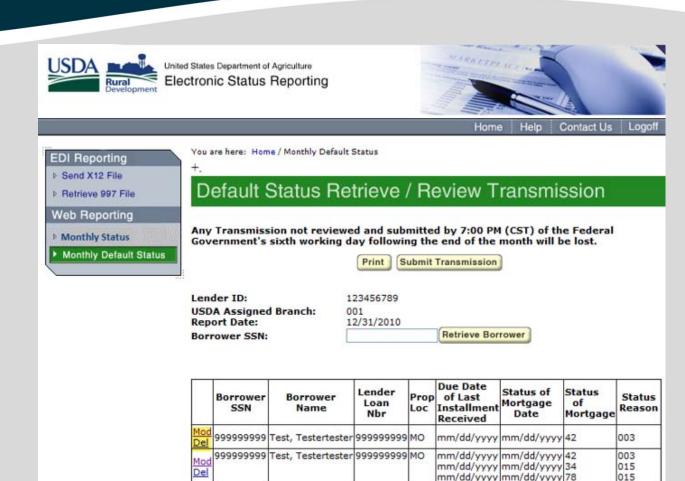
- All NEW delinquency events must begin with code 42
- Report all applicable codes for the default event
- Thorough reporting assists all parties

Review Monthly Defaults



	Borrower SSN	Borrower Name	Lender Loan Nbr	Prop Loc	Due Date of Last Installment Received	Status of Mortgage Date	Status of Mortgage	Status Reason
Mod Del	99999999	Test, Testertester	999999999	мо	mm/dd/yyyy	mm/dd/yyyy	42	003
Mod Del	999999999	Test, Testertester			mm/dd/yyyy mm/dd/yyyy mm/dd/yyyy	mm/dd/yyyy	34	003 015 015
Mod Del	99999999	Test, Testertester	999999999	мо	mm/dd/yyyy	mm/dd/yyyy	42	003
Mod Del	99999999	Test, Testertester	999999999	МО	mm/dd/yyyy	mm/dd/yyyy	42	003
		Test, Testertester			mm/dd/yyyy	mm/dd/yyyy	42	003
Mod Del	999999999	Test, Testertester	999999999	мо	mm/dd/yyyy	mm/dd/yyyy	42	003
		Test, Testertester			mm/dd/yyyy	mm/dd/yyyy	42	003
Mod Del	999999999	Test, Testertester	999999999	мо	mm/dd/yyyy	mm/dd/yyyy	42	003

- Modify or Delete
 Individual Borrowers
- Save



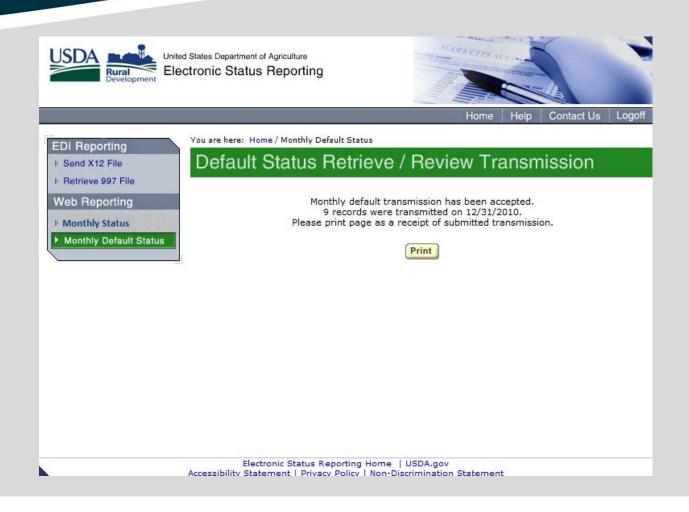
Submit Transmission



	Borrower SSN	Borrower Name	Lender Loan Nbr	Prop Loc	Due Date of Last Installment Received	Status of Mortgage Date	Status of Mortgage	Status Reason
Mod Del	99999999	Test, Testertester	999999999	мо	mm/dd/yyyy	mm/dd/yyyy	42	003
Mod Del	999999999	Test, Testertester	999999999	МО	mm/dd/yyyy mm/dd/yyyy mm/dd/yyyy	mm/dd/yyyy mm/dd/yyyy mm/dd/yyyy	34	003 015 015
Mod Del	99999999	Test, Testertester	99999999	мо	mm/dd/yyyy	mm/dd/yyyy	42	003
Mod Del	99999999	Test, Testertester	99999999	мо	mm/dd/yyyy	mm/dd/yyyy	42	003
Mod Del	999999999	Test, Testertester	999999999	мо	mm/dd/yyyy	mm/dd/yyyy	42	003
Mod Del	999999999	Test, Testertester	999999999	мо	mm/dd/yyyy	mm/dd/yyyy	42	003
Mod Del	999999999	Test, Testertester	99999999	мо	mm/dd/yyyy	mm/dd/yyyy	42	003
Mod Del	99999999	Test, Testertester	99999999	мо	mm/dd/yyyy	mm/dd/yyyy	42	003

Transmission Confirmed

- Number of records
- Date
- Print



ESR Resources

USDA LINC

https://www.rd.usda.gov/programs-services/lenders/usda-linc-training-resource-library



ESR Resources

ESR User Guide

Coming Soon!



SFH Electronic Status Reporting USDA Lender Interactive Network Connection

SFH Web Reporting

About SFH Web Reporting Entering Monthly Status Reports Reviewing Monthly Status Reports Modifying Monthly Status Reports Deleting Monthly Status Reports Submitting Monthly Status Reports Entering Monthly Default Status Reports Reviewing Monthly Default Status Reports Modifying Monthly Default Status Reports Deleting Monthly Default Status Reports Submitting Monthly Default Status Reports

ABOUT SFH WEB REPORTING

Only lenders/servicers with less than 100 loans should use the Web Reporting input pages to submit guaranteed loan status and mortgage loan default status information. Loan status reporting for all loans is required on a Monthly basis, rather than a quarterly basis. Lenders/servicers will continue to report delinquent loans and defaults on a monthly basis.



A loan is delinquent if it is 30 or more days past due. For example: A loan is considered 30 days delinquent if the June 1st installment has not been paid as of June 30th. A loan is 60 days delinquent if the May 1st installment has not been paid as of June 30th.

The USDA LINC, Rural Housing Service page is the starting point for Electronic Status Reporting, whether you are using EDI or Web Reporting. The menus on the USDA LINC Electronic Status Reporting page into 2 major sections with 2 additional sections under each major section. Below is the menu layout.

- 3. EDI Reporting
 - Send X12 File
 - Retrieve 997 File
- 4. Web Reporting
 - Quarterly Status
 - · Monthly Default Status

ESR Resources

ESR Help

ISSUE	CONTACT
Log In problems Access to ESR Correction/Rejection questions	RD.NFAOC.HSB@STL.USDA.GOV 1-877-636-3789 option 1
Technical questions	RD.GLS.PROD@one.usda.gov
Business/Operation questions	SFHGLDPROGRAM@wdc.usda.gov



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Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

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