



## Minnesota Housing eNews Alert

March 28, 2011

### HDS SF Web Application Down for Planned Maintenance

Maintenance will take place on the HDS SF web application between 8:00 p.m. and 10:00 p.m. on Tuesday, March 29, 2011. During this time, lending partners will not have access to the HDS SF web application.

### Survey for First-time Homebuyer Program Lenders

If you have not already done so, please take a few minutes to [complete a short anonymous survey](#) on your satisfaction with Minnesota Housing and U.S. Bank Home Mortgage - MRBP Division by Friday, April 1. Your feedback is greatly appreciated.

### Lender Technical Assistance Sessions Available

For a refresher or for first-time learning opportunities, consider attending the upcoming technical assistance sessions presented by Minnesota Housing. Click the session date below to register online.

**Fix-up Fund** - Information presented will include features and benefits of these programs, calculating borrower and property eligibility, defining loan documentation requirements, processing, closing and funding. This session does not include training on how to enter loans into the Minnesota Housing HDS Single Family Web Application.

This session is for lending partners that administer Fix-up Fund/Community Fix-up Fund loans, including managers, loan officers and processing staff. Other housing professionals are also welcome to register for informational purposes.

- [Webinar - Thursday, April 28, 2011 - 1:00 - 3:30 p.m.](#)
- [Webinar - Wednesday, May 18, 2011 - 1:00 - 3:30 p.m.](#)

**Mortgage Loan Programs: Minnesota Mortgage Program (MMP), Community Activity Set-Aside (CASA) program, Homeowner Assistance Fund (HAF)** - Information presented will include first-time homebuyer (MMP and CASA Program) and entry-cost assistance (HAF) programs. This includes information on the delivery, review and purchase process by U.S. Bank Home Mortgage - MRBP Division, the master servicer for our programs. This session does not include training on how to enter loans into the Minnesota Housing HDS Single Family Web Application.

This session is for managers, loan officers, processors, loan specialists, underwriters, closers, post-closers, shippers and final document staff who work with Minnesota Housing mortgage loan programs.

- [Webinar - Tuesday, April 12, 2011 - 9:00 a.m. - 12:30 p.m.](#)
- [Webinar - Tuesday, May 17, 2011 - 9:00 a.m. - 12:30 p.m.](#)

**HOME HELP** - This session provides an overview of our federally-funded, entry-cost assistance program including reviewing borrower and property eligibility, defining loan documentation requirements, processing, closing, and funding the HOME HELP loan. This session does not include training on how to enter loans into the Minnesota Housing HDS Single Family Web Application.

This information session is mandatory for loan officers who will be originating HOME HELP entry-cost assistance program loans. Attendance is strongly recommended for processors, loan specialists, underwriters, closers, post-closers, shippers and final document staff who work with HOME HELP.

- [Webinar - Thursday, April 14, 2011 - 1:00 - 4:00 p.m.](#)
- [Webinar - Thursday, May 19, 2011 - 9:00 a.m. - 12:00 p.m.](#)

**HDS SF Web Application - General** - This session will include basic and advanced features of working with the Minnesota Housing online loan system, commitments, purchase approvals, funding and reports.

This session is necessary for managers, loan officers, processors, loan specialists, underwriters, closers, post-closers, shippers and final document staff who will commit and/or purchase approve loans.

- [Webinar - Tuesday, April 19, 2011 - 1:00 - 3:30 p.m.](#)
- [Webinar - Tuesday, May 24, 2011 - 9:00 - 11:30 a.m.](#)

## Questions?

Single Family Division Help Desk  
651.296.8215 or 800.710.8871 (toll-free)  
7:30 a.m. to 5:00 p.m. (business days)