



MEMORANDUM

TO: NIFA Participating Lenders
FROM: Jacki Young, Chief Homeownership Officer
DATE: May 4, 2018
SUBJECT: Memo #18-17, Revised Implementation Date for UniteUS Loan Delivery System

After further testing, NIFA and U.S. Bank Home Mortgage are ready to move forward with the implementation of the UniteUS Loan Delivery System pilot project.

Attached is the revised Lender Operations Update (LOU) L-2018-020 (B) from U.S. Bank Home Mortgage that provides details about how to sign up for the lender training webinars that begin on Tuesday, May 22, 2018. **Please note it is mandatory for all Participating Lenders to join the webinars as outlined in the LOU (Register for Training – page 2).** It is extremely important to include all team members who are responsible for packaging and shipping NIFA loans to U.S. Bank Home Mortgage for purchase. **The deadline to register for training is May 18, 2018.**

If you have any questions prior to the webinar, please contact the HFA Lender Management team as directed in the LOU or your NIFA representative. We appreciate your cooperation and look forward to working with all of you!

Lender Operations Update



Attn: Nebraska HFA Lenders

May 4, 2018

Update: UniteUS Loan Delivery System for HFA Loans Status

L-2018-20 (B)

Nebraska Housing Finance Agencies (HFA)

Update

Background

On **April 10, 2018**, U.S. Bank Home Mortgage published revised **L-2018-020 (A)** advising participating pilot lenders that the implementation of the new loan delivery system, UniteUS would be delayed.

As we previously communicated, we have continued to evaluate system enhancements required for the pilot program, and have also closely monitored our ability to present the very best product to you as participating lenders in the pilot program. The most recent user testing and additional time that was required will now allow us to confidently provide you with a loan delivery system that performs to our standards.

The purpose of this follow-up communication is to provide you with an updated status including new implementation and training dates.

Updated:

Lenders participating in the **Nebraska Investment Finance Authority** program will start using the new system for new loans registered with the HFA **beginning June 4, 2018**.

Effective Date

Updated:

As we previously committed to you, during the pilot, we will collaborate to support loan submissions to underwriting (for non-delegated lenders) and the delivery of HFA loans for purchase. U.S. Bank Home Mortgage's HFA Lender Management team is ready to provide timely responses to your questions and solicit your feedback regarding both strengths and opportunities to improve the system.

Resources and Communications

Stayed tuned for ongoing communications support and resources such as frequently asked questions, job aids and much more

Lender Administrator Training:

We understand that prior to the announcement of the delay, many of the **Lender Administrators** had already attended the required training. In order to offer Lender Administrators flexibility in taking the course now that implementation is rescheduled, we have two options available including a **live** webinar as well as a **pre-recorded**, on-demand, training course as follows:

Two Options Available

- **Option A: Live session - Lender Administrator Training scheduled for Thursday, May 16, 2018 at 11 a.m. CT (prior registration is not required):**
[Live HFA to UniteUS Training for Lender Administrators](#)
- **Option B: Pre-recorded - On-demand Lender Administrator Training Link:**
[Pre-recorded HFA to UniteUS Training for Lender Administrators](#)

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All Roles:
Training
Opportunities

Now that we have updated our implementation date, we have also re-scheduled all training sessions (delegated and non-delegated) for your entire staff that will use the new loan delivery system including all other user functionalities:

User Functionality Tasks

- Registering a loan
- Working and Assigning Yourself to a loan
- Submitting a loan for Underwriting and completing validation warnings
- Communications Panel
- Viewing, printing, and working conditions
- Running AUS inside a loan
- Underwriting stages and viewing approval documents
- Submitting a closed loan

Note: For users that may already have access to the system, we encourage you to take the trainings offered above, as many of the trainings have been enhanced with new content.

Register for
Training

Deadline: 5/18/18

All of the training courses outlined above have been re-scheduled so that you may register in advance of the course and the beginning of the pilot. Users may register for one of seven sessions being offered over a three week period. Please note that all sessions include the same content; however, because of the Memorial Day holiday, we are offering more sessions to allow flexibility in your schedule.

To access the dates of the trainings, as well as the target audience and objectives, click on the link below. **The deadline to sign up for training registration is May 18, 2018.**

[Register Here!](#)

Next Steps

U.S. Bank Home Mortgage will send a calendar invitation to those that have registered no later than 24 hours prior to the training session. We will then begin the pilot and partner with you throughout the process.

Questions

HFA Lenders: Please contact the Housing Finance Agency Hotline at 800.562.5165, option 2 for the HFA Lender Management Team.

We appreciate your continued partnership and look forward to working with you!
