

# MPF Xtra<sup>®</sup>: Fannie Mae Escrow Reporting

October 2026



**FHLBANKS**  
LENDING THAT POWERS COMMUNITIES



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# Learning Objectives

After completing this training, you will be able to:

- Explain the daily reporting requirement and end-to-end process
- Determine when escrow activity must be reported
- Complete the required file using accurate event and balance information
- Apply reporting rules to common servicing scenarios
- Validate files and respond to common errors or exceptions

# GoToWebinar Materials

Download the participant materials now so you can follow the scenarios and compare your decisions with the completed reporting file later in the session.

1

## OPEN MATERIALS PANEL

In the GoToWebinar toolbar, select the Materials icon.

2

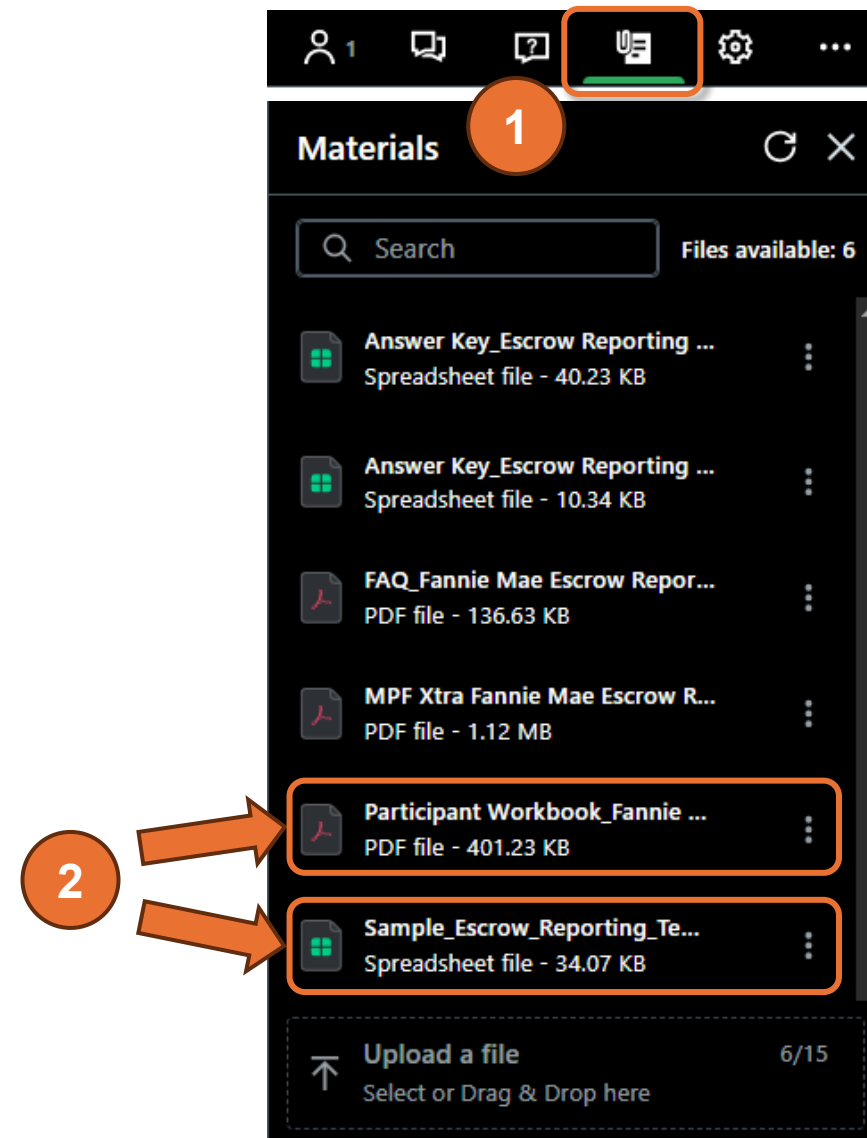
## DOWNLOAD ACTIVITY FILES

Download two files ahead of time: *Participant Workbook* and *Sample Escrow Reporting Template*.

3

## HOLD FOR THE ACTIVITY

Keep the workbook open for the scenarios and have Excel available for the live walkthrough.



# What Is Changing?

Effective December 1, 2026, Fannie Mae requires PFIs to submit daily escrow event reports for MPF Xtra® loans, providing greater visibility into escrow balances and activity through loan-level event reporting.



## Current State

- Limited visibility into escrow balances between reporting cycles
- Escrow activity maintained primarily within servicing systems
- Issues often identified during downstream reconciliation
- Periodic or summary-based reporting approaches



## Future State

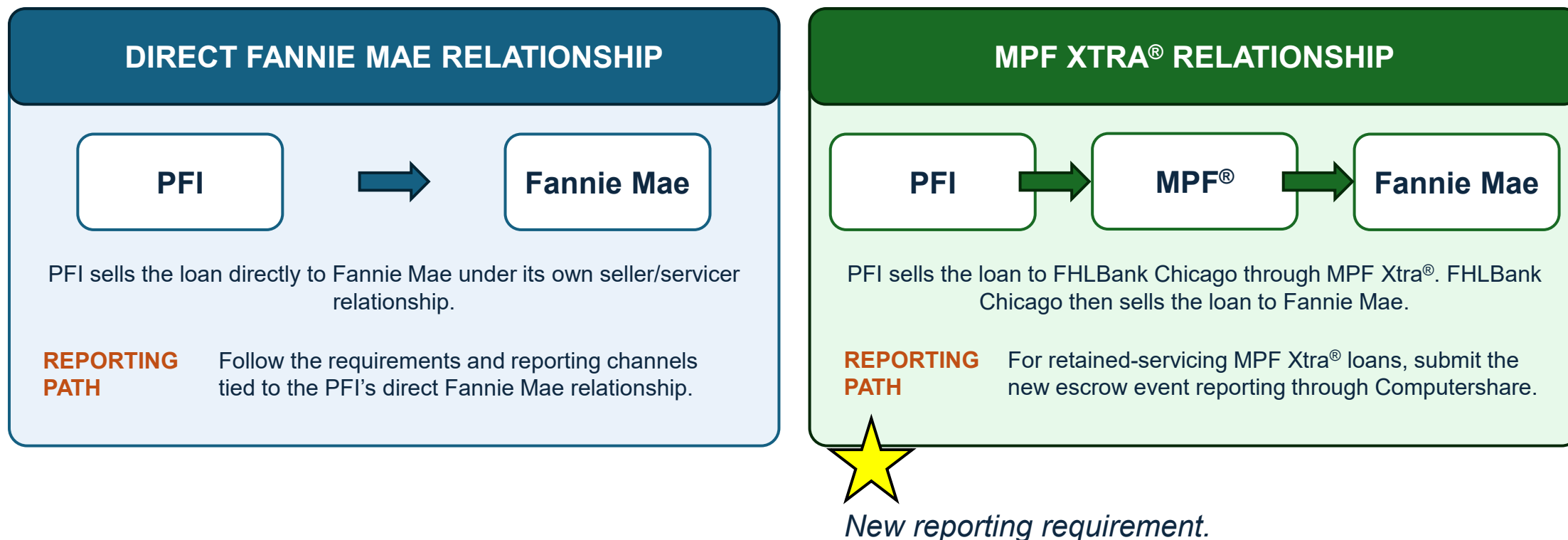
- Ongoing visibility through loan-level event reporting
- Escrow activity reported as standardized servicing events
- Exceptions identified and addressed closer to transaction processing
- Event-based reporting with current balance tracking

## WHAT THIS MEANS FOR YOU

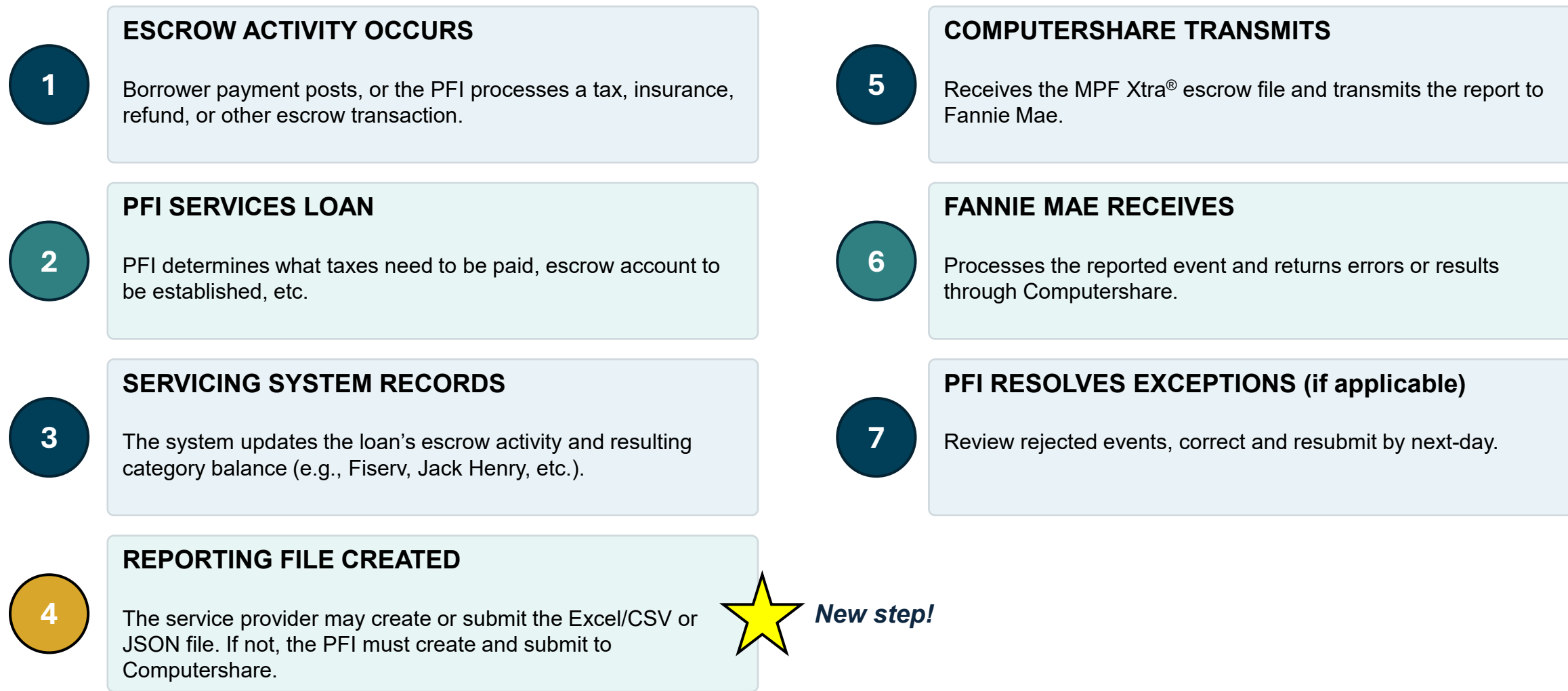
- Submit separate escrow event reporting to Computershare for MPF Xtra® loans.
- Capture required loan, event, transaction, category, amount, and balance information.
- Build a repeatable process for file preparation, validation, submission, and exception management

# Fannie Mae Reporting Paths

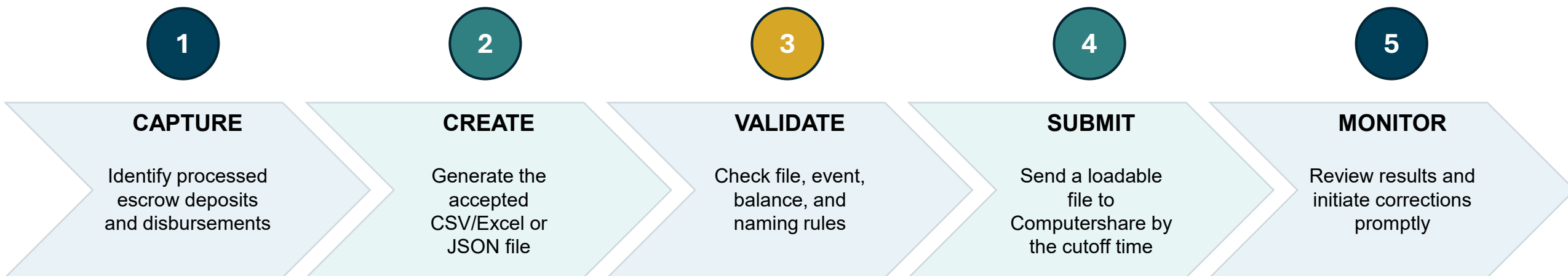
The end investor may be the same, but the selling relationship and reporting path are different.



## End-To-End Reporting Path



# Establish Daily Operating Process



## INITIAL TESTING

Format testing confirms file name, layout, and format. Beginning in November, PFIs can submit actual files to identify and resolve issues before December 1<sup>st</sup>.

## EARLY REPORTING

Use the early reporting period to establish existing escrow accounts and test the end-to-end process before go-live.



### Computershare Cutoff:

Accurately completed files received by 2:00 p.m. ET are transmitted to Fannie Mae the same business day. Later files are processed the next business day.

# Daily Reporting Rules

Report each escrow event by 2:00 p.m. ET on the following business day.

## WHEN

Report escrow activity to Computershare by 2:00 p.m. ET on the business day following the day the activity occurs.

## WHAT

Include only that day's escrow events. Do not repeat previously submitted events.

## NO ACTIVITY

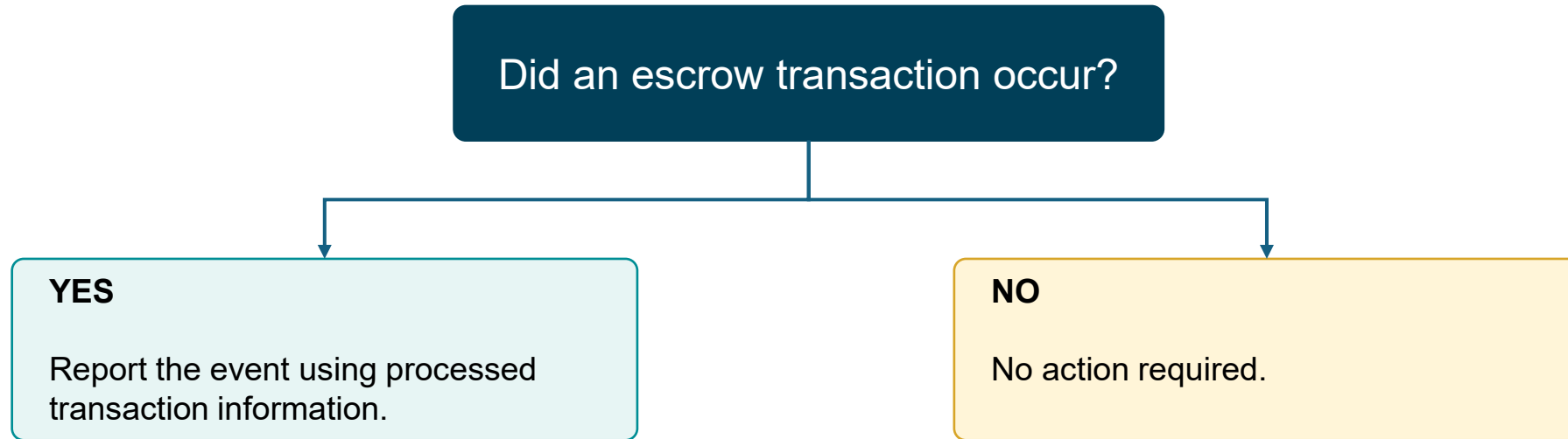
If no escrow event occurred, no separate escrow file is required.

## MONTH-END

There is no separate cumulative month-end escrow file.

**Example: Activity processed on October 19<sup>th</sup> is dated October 19<sup>th</sup> and submitted by 2:00 p.m. on October 20<sup>th</sup>.**

# Reporting Escrow Activity



## Reminders

- Use the transaction processed date
- Assign a unique sequence number for each event on the loan
- Process same-day events from lowest to highest sequence number
- Update the applicable category balance after each event
- Report each event separately and in processing order

# Required Reporting Fields

1

## WHAT HAPPENED?

Identify the processed escrow activity and date.

*Example: Borrower escrow payment*

2

## HOW IS IT CLASSIFIED?

Select the category and item type.

*Example: T&I → Loan Escrow Payment*

3

## HOW MUCH MOVED?

Enter the amount of the current event as positive or negative.

*Example: +\$600.00*

4

## WHAT IS THE RESULT?

Enter the balance after the event and its processing order.

*Example: \$8,505 + \$600 = \$9,105*

| Event  | MPF Loan # | Processed Date | Contractual | Category             | Item Type           | Item Amount | Balance    | Sequence |
|--------|------------|----------------|-------------|----------------------|---------------------|-------------|------------|----------|
| Escrow | 0123456789 | 12/08/2026     | \$600.00    | Loan Tax & Insurance | Loan Escrow Payment | +\$600.00   | \$9,105.00 | 1        |

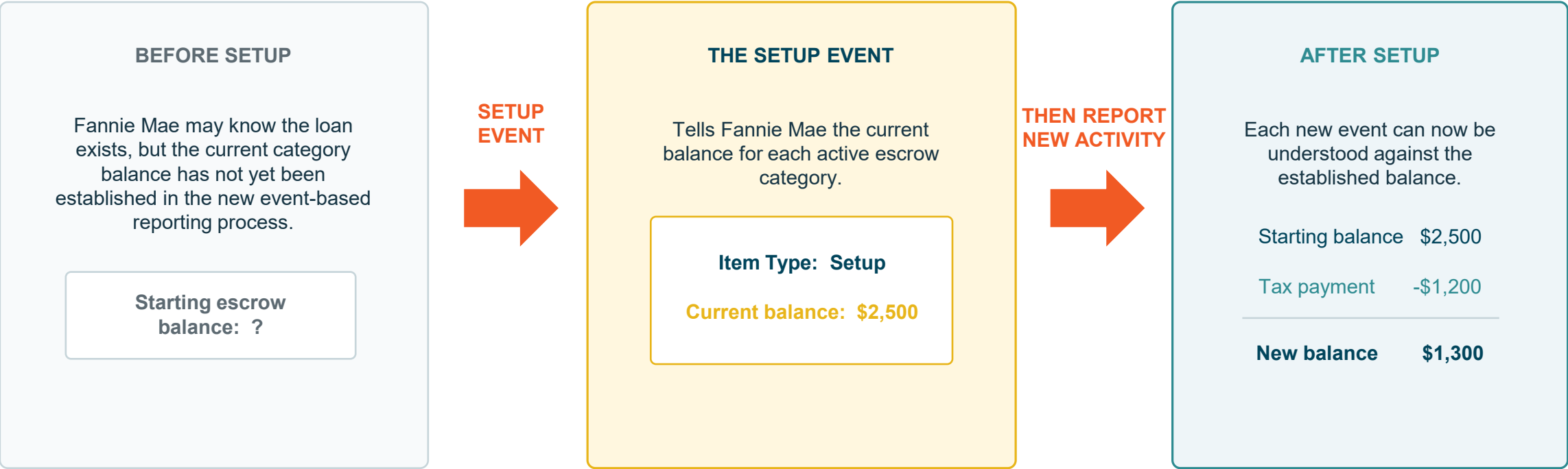
**Balance Rule:** Prior category balance + current item amount = reported resulting balance.

Loan Loss Draft, Buy Down, and Renovation balances cannot be negative. Taxes and Insurance may be negative.

*Every change in balance must be supported by a reported event.*

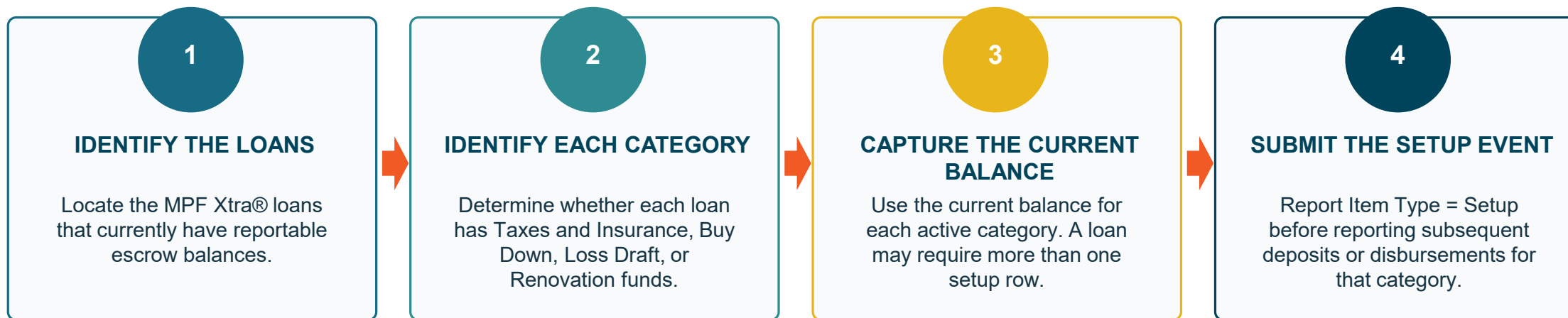
# Initial Escrow Balance Reporting

Before Fannie Mae can interpret a new escrow transaction, they need a starting balance for the affected escrow category.



# Initial Setup Requirements

Identify the applicable MPF Xtra® loans and establish the current balance for every active escrow category.



## EXAMPLE: ONE LOAN WITH TWO ACTIVE CATEGORIES

**MPF Loan 123456789**    Row 1 • Tax & Insurance • Setup • \$1,564.27  
Row 2 • Renovation • Setup • \$12,500.00

## DO NOT REBUILD HISTORY

Report the balance that exists now.  
After setup, report only new escrow events as they are processed.

# Live Template Walkthrough

- Initial setup for existing escrow loans
- Regular payments
- Same-day tax and insurance disbursements
- Renovation / Loss-draft funds held separately
- Force placed insurance event

**DEMO**



**Sample escrow reporting file**

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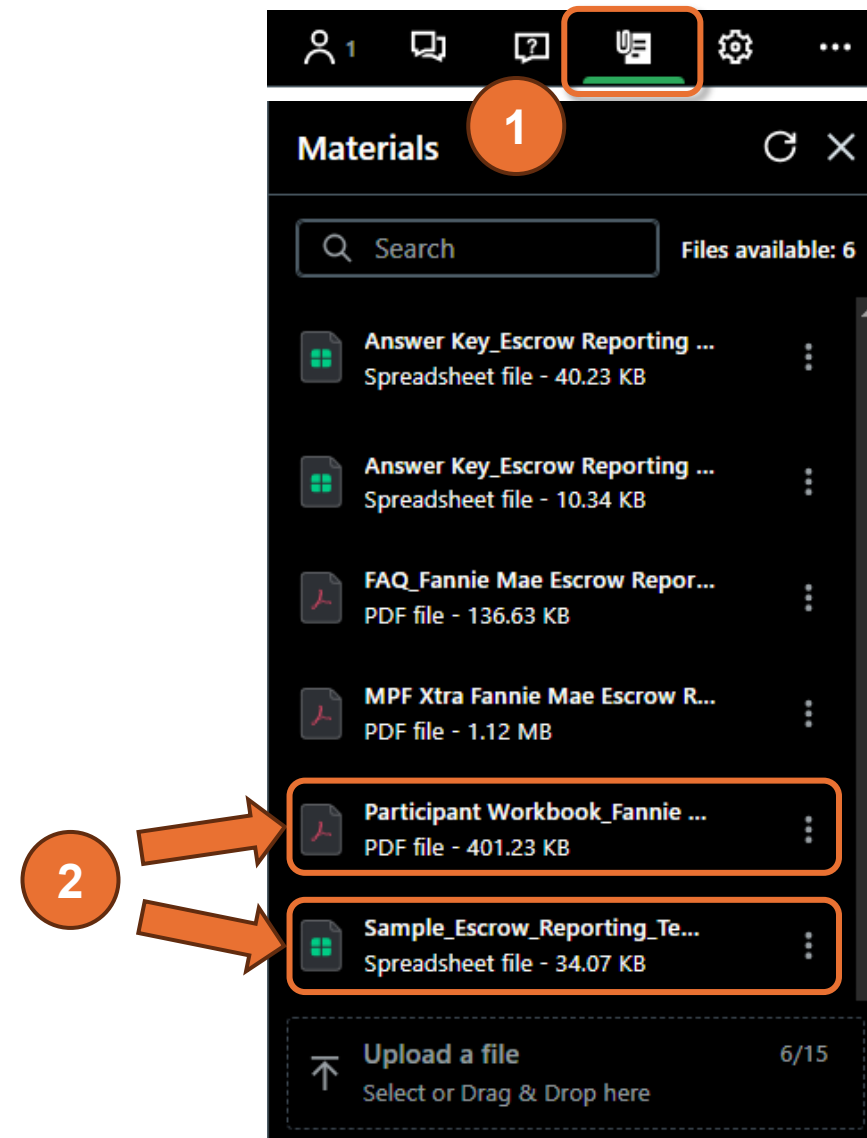
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## Knowledge Check | Report or Do Not Report?

Use the reporting purpose and MPF-loan relationship to decide.

Insurance proceeds held for a Loan Renovation, Loan Loss Draft, or Loan Buy Down category.

**REPORT**

Weekly or biweekly borrower funds held unapplied until the full contractual payment is received.

**DO NOT REPORT**

Voluntary savings or “extra escrow” that is not part of the MPF loan.

**DO NOT REPORT**

Escrow shortage payment applied to the loan. Report the payment and update the balance.

**REPORT WHEN APPLIED**

# Handling Rejections

Monitor the result and correct the event.

1

## EMAIL

Computershare sends Fannie Mae errors or failures to the PFI by email.

2

## REVIEW

Identify the field, value, date, sequence, or balance issue.

3

## CORRECT

Correct the rejected event and include the corrected information in the next submission. Update based on how CPU is requesting for file corrections.

4

## CONFIRM

Retain ownership until the exception is resolved.



Common causes include invalid categories, missing amounts, and unsupported values.

### EXAMPLE

Setup balance \$2,000 + payment \$200 = resulting balance \$2,200.

A different balance may trigger an error; correct the event in the next file.

# Pre-Submittal Validations

Confirm the files and artifacts before submitting the report.

## SUBMISSION READINESS

- ☐ File is in CSV/Excel or JSON format
- ☐ Required reporting fields are included
- ☐ File includes current-day events only
- ☐ File is using approved naming convention: c#####\_Escrow\_MMDDYYYY

## EVENT CHECKS

- ☐ Correct MPF Loan Number
- ☐ Valid category and item type
- ☐ Processed date and unique sequence
- ☐ Escrow balance reflects a positive or negative amount, never \$0

## PROCESS CHECKS

- ☐ Owner and backup identified
- ☐ Internal cutoff established
- ☐ Result email monitored
- ☐ Correction process tested

## Next Steps

Complete the remaining readiness actions as soon as possible, but before December 1, 2026.

### BEFORE GO-LIVE

- ☐ Confirm provider capability and submission responsibility.
- ☐ Complete format testing and use November early reporting.
- ☐ Establish current balances for all applicable MPF Xtra® escrow accounts.
- ☐ Test the daily file, monitoring, and correction process.
- ☐ Use the FAQ and remaining Office Hours for clarification.



**Register for MPF Xtra® Escrow Reporting Office Hours**

October 22, 2026 | 1:00 p.m. CDT

Scan to register or [click here](#).

## Contact the MPF® Service Center

For questions or assistance, the MPF Service Center is available from 8:30 a.m. to 4:30 p.m. CT:

**MPF Customer Service Portal**

**MPF-Help@fhlbc.com**

**877.345.2673**

## Resources

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### MPF Website

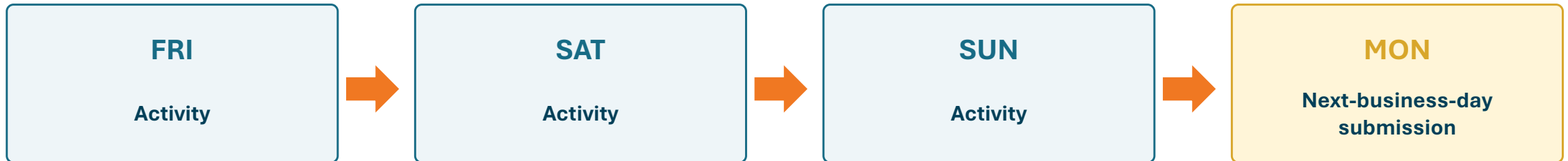
MPF website under **Member Resources**:

- **MPF Xtra Servicing**
- Training & Education → **On-Demand Webinars**

# APPENDIX

## Weekend & Multi-Date Reporting

Keep the event's processed date separate from the date the file is submitted.



**PROCESSED DATE**

Use the date each event was actually processed in the servicing system.

**SUBMISSION**

Weekend and holiday activity goes in the next business-day submission. Multiple processed dates may be included when applicable.

**On the file, do not change a weekend event to Monday simply because Monday is the submission date.**

# Reversal, Rejection, or Correction?

Identify the situation first. Each one reflects a different problem.

## REVERSAL

**The loan activity changed.**

Example: an applied escrow payment is returned for NSF.

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**Report a new reversing event, do not backdate it, and update the balance.**

## REJECTION

**The file or event did not process.**

Example: invalid value, missing amount, or failed logic.

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**Review the error, correct and resubmit as directed, then monitor until it clears.**

## CORRECTION

**Accepted activity is later found to be wrong.**

The event already processed successfully.

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**Do not simply delete or overwrite it. Follow the applicable correction process.**

**Ask first: Did the transaction reverse, did the submission fail, or was accepted activity later found to be wrong?**

# Setup & New Loans

Setup establishes the starting balance before later activity is reported.

## SETUP ANSWERS: “WHAT BALANCE EXISTS NOW?”

- One Setup row for every applicable loan-and-category combination
- Item Amount and Balance Amount reflect the established category balance
- • Do not reconstruct historical transactions



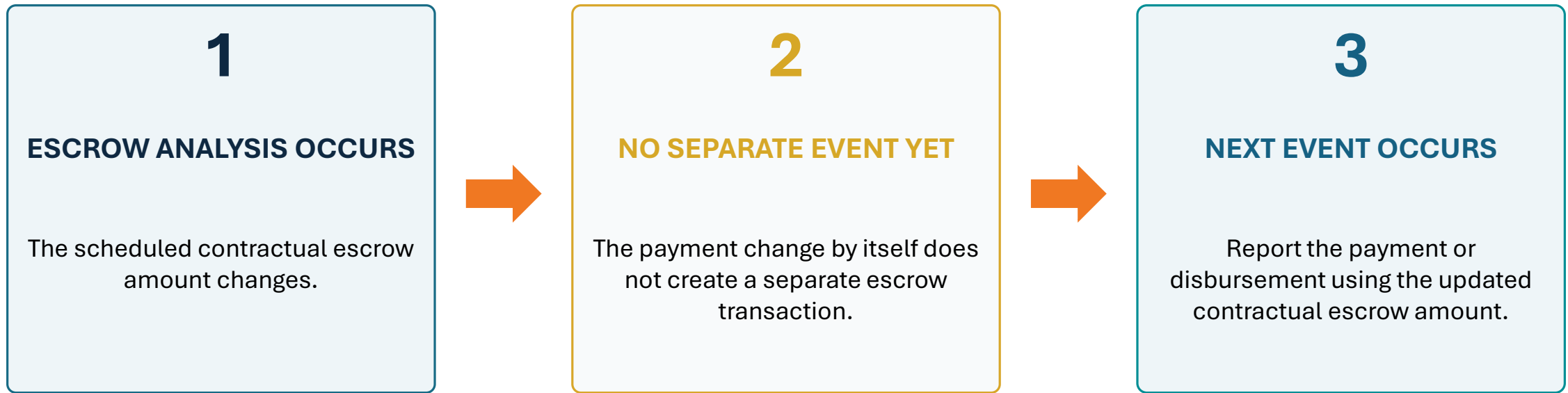
## ONGOING REPORTING ANSWERS: “WHAT CHANGED?”

- Report each new event after it is processed
- Use the actual transaction processed date
- Update the resulting category balance after each event

**For a newly funded loan, use Setup to establish each applicable category before reporting later activity for that category.**

# Escrow Analysis & Contractual Payment Amount

A scheduled payment change is not automatically a separate reportable event.



**Column E = the borrower's scheduled monthly escrow portion, not the total PITI payment and not necessarily the current event amount.**

# PMI & Special Purpose Funds

Classify the funds by their actual purpose, not only by the servicing system's label.

**1** Is the money associated with the MPF Xtra® loan?

**2** Does it belong to an approved escrow category?

**3** Did an event change that category's balance?

**4** Which approved item type best describes what happened?

## PMI

Report within the applicable Taxes and Insurance category. PMI does not create a separate Setup category.

## VOLUNTARY / EXTRA FUNDS

Funds outside the MPF loan are not automatically reportable.

## INSURANCE CLAIMS

May fall under Loss Draft, depending on the purpose.

## REPAIR FUNDS

May fall under Renovation, depending on the purpose.

**Generic “other escrow” label? Determine what the funds actually represent before selecting a category.**



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