



Multifamily Asset Management Portal (MAMP) Release Notes – Release 7.1

Fannie Mae will implement Multifamily Asset Management Portal (MAMP) Release 7.1 on Friday, August 16th, 2019, which includes the following enhancements.

Key Release Highlights:

- MAMP is Single Sign On (SSO) enabled, and Servicers can login to MAMP using the Fannie Mae User ID and password.
- Servicers can utilize and upload the revised MBA Standard Property Inspection Form Version 3.03.

Detail Description of Changes:

Single Sign On (SSO) in MAMP:

- We have heard your feedback and are excited to announce that MAMP will be Single Sign On (SSO) enabled after 5 PM ET on Friday, August 16th, 2019.
- Users no longer need to create and maintain a separate password for MAMP. You can use the same Fannie Mae password to login to MAMP as you do for all SSO enabled Fannie Mae applications.
 - Users who currently have access to other SSO enabled applications can use their SSO password to login to MAMP.
 - Users who currently do not have access to other SSO enabled applications must reset their password as described below to login to MAMP.
- Users will now be required to access MAMP from a **NEW** URL on fanniemae.com: <https://multifamily.fanniemae.com/applications-technology/asset-management-portal>
- MAMP's current URL (<https://hcdinfoexchange.fanniemae.com>) will be deactivated. If you have bookmarked the old URL, please delete it.
- **Password Reset:**
 - As a security measure, users will be prompted to reset their SSO password every 90 days. Fannie Mae will send out email reminders that the password is about to expire.
 - Users can reset their SSO password in Technology Manager or by using the self-serve password reset tool at <https://glass.fanniemae.com/fl8ui/#/signin/forgot-password>.
 - The self-serve password reset tool can also be accessed from the Single Sign On login page by clicking on “Need Help With Your User ID and Password?”.



- **New User Access:**

- For now, new users should continue using the access form available on fanniemae.com to request access in MAMP (<https://www.fanniemae.com/content/forms/multifamily-asset-management-servicing-user-registration-form.doc>).
- We are planning to retire this access submission process in 2020 in favor of utilizing Technology Manager for MAMP, where a designated Technology Manager administrator at your company can manage user access for all Fannie Mae applications. We will communicate again once we are ready to make this transition.

- **Other Items of Note:**

- If a user is inactive/hasn't logged in for more than 90 days in any SSO enabled system, their User ID will be locked, and a password reset will be required.
- If a User ID is locked for more than 90 days, it will automatically be deactivated by the system. Reactivation of a User ID will require submission of a new user access form.
- If you have any issue during login or password reset, please contact the Fannie Mae Technology Support Center at 1-800-2FANNIE.

Changes to Property Inspections Module

- **Bulk Submission and Automatic Data Extraction Changes**

- The Property Inspections module will allow users to upload the revised MBA Standard Property Inspection Form Version 3.03, using either the existing Bulk Upload tab or the single upload functionality.
- All guideline and origination workitems, including both Interior/Exterior and Exterior Walk-Around inspections, should be submitted on the MBA Standard Property Inspection Form.
- As communicated previously, Servicers can continue to utilize and upload the old Version 2.07 until **December 31st, 2019**. This release does not



contemplate any changes to Version 2.07.

- Servicers are **required** to utilize and upload the revised MBA Standard Property Inspection Form Version **3.01 or 3.03** starting January 1st, 2020 and beyond.
- **Considerations When Uploading the Revised MBA Standard Property Inspection Form Version 3.03**
 - MBA Standard Property Inspection Form Version 3.03 upload file undergoes the same validations that are applicable to Version 3.01.
 - For a complete listing of data fields and validations, as well as the revised MBA Standard Property Inspection Form version 3.03, please refer to the followings:
 - **MBA Property Inspection Form Specifications**
 - The file contains two tabs, the first for form level validations and error messages, and the second for extracted fields, required fields, and field level validations.
 - **MBA Standard Property Inspection Form Version 3.03.**
 - This version can be downloaded from the “User Guides and Templates” page in MAMP or directly from the MBA website (<https://www.mba.org/audience/cref-professionals/commercial/multifamily-resources>).

Changes to Guides and Templates Page in MAMP

- **Access and Download Inspection Forms and Related Documents**
 - Additional links have been added to the Guides and Templates page for easy access to forms and bulk upload file specifications associated with all form versions.
 - Form MBA v2.07
 - Form MBA v3.01
 - Form MBA v3.03
 - Property Inspection MBS Form Mapping Specifications



User Guides and Templates

► Forms

Inspections

Form 4261

Form MBA v2.07

Form MBA v3.01

Form MBA v3.03

Operating Statements

Form 4254 Line Item Definitions

CSV and Other Upload File Specifications

Action Plan CSV Bulk Upload Specifications

Catastrophic Events CSV Bulk Upload Specifications

Financial Statement CSV Bulk Upload Specifications

Risk Monitoring CSV Bulk Upload Specifications

Structured Transaction (Deal Level) CSV Bulk Upload Specifications

Property Inspection MBA Form Mapping Specifications

Questions

If you should have any questions, please contact your Servicer Relationship Manager or MAMP_Communication@fanniemae.com.

Associated Documents

Below are the links to the associated documents:

- [MBA Property Inspection Form Specifications](#).