



DUS Gateway™ Release Notes – Release 1.5

Fannie Mae will implement DUS Gateway™ Release 1.5 on October 15, 2016. The system will be offline beginning 8:00 a.m. ET on Saturday, October 15 through 8:00 a.m. ET on Monday, October 17.

Key release highlights impacting Lenders:

- Out-of-Office functionality within Chatter.
- Phone numbers of Fannie Mae leads assigned to deals are now displayed
- Delegated deals now require the **% of Units <= 80% of AMI** and **% of Units <= 50% of AMI** fields to be populated prior to moving the deal Under Application
- Additional Pre-Review and or Waiver types added
- New MAH field added on the Property page and new Deal Participant type added

Additional detail on Release 1.5 new functionality

1. *Out of office functionality within Chatter*

Based on feedback from the July DUS Gateway survey, out of office functionality has been added into Chatter. With this release, auto-response messages are issued in Chatter threads if a Chatter recipient has set an out of office message.

To set up an out of office message, click on the new **Out of Office** link in the Quick Links section at the top left of the DUS Gateway side menu.

The screenshot shows the DUS Gateway user interface. On the left, a sidebar menu contains a 'Quick Links' section with the following items: 'Register A Deal', 'Register A Portfolio Master Deal', 'Register A Portfolio Linked Deal', and 'Out Of Office'. The 'Out Of Office' link is highlighted with a red box. To the right, the 'Out Of Office Edit' form is displayed. The form has a title 'New Out Of Office' and a subtitle 'Out Of Office Edit'. It includes a 'Start Date' field with the value '9/7/2016' and a calendar icon, an 'End Date' field with the value '9/9/2016' and a calendar icon, and a text area for the 'OOO Message' containing the text: 'I will be back in the office on Monday September 12th. Please contact Jane Doe if you need immediate assistance.' The form also features 'Save', 'Save & New', and 'Cancel' buttons at the top and bottom.



A page opens to add a new out of office message. If an out of office entry already exists, edit that entry. If no entry exists, click the **New** button. An edit screen opens with mandatory inputs. Fill out the **Start** and **End** dates for the out of office period as well as an auto-response message to appear in Chatter threads in the **OOO Message** comment box. Click **Save** once complete.

Note: Auto-response out of office messages will only appear in Chatter threads if a user's name is included in the Chatter message preceded by the @ symbol (i.e., "@mention" the user).

2. Additional Pre-Review and or Waiver type

The following additional Pre-Review type has been added under the Pre-Review and/or Waiver section:

Category: Pre-Review (4660) → **Subcategory:** Financing Structures → **Descriptor:** Rental Assistance Demonstration Program (RAD)

3. Additional field in the MAH section of the Property Page

On the Property page, a new Yes/No field has been added titled **Intention to Resyndicate** for use with MAH Structured ARMs.

4. Additional Deal Participant Role

Equity Provider has been added to the Deal Participant Role field on the Deal Participant page. This participant role is intended to track Deal Participants providing equity portions of deals registered and submitted in DUS Gateway.

5. Phone numbers of Fannie Mae leads assigned to deals are now displayed

Users may now view phone numbers of Fannie Mae business and credit leads assigned to deals by hovering the mouse pointer over the leads' names in the Lead Assignment section of the Deal Details page.

Please contact your NAM or submit a support requests via the "Cases" tab within DUS Gateway for questions. Email DUSGateway_support@fanniemae.com for other issues.