

Service Value	Supplemental field(s)	Supplemental Reporting Instructions
Advised Client of Options (Deed in Lieu, Short Sale)		
Advised on pre-existing loan modification request or response		
Assisted Client in Applying for Gap Loan or Fund Assistance		
Assisted with Credit Repair/Resolved Credit Reporting Errors		
Assisted with Relocation	New House	<i>Report the client's new residence information.</i>
Assisted with Tax Lien Issue		
Attended Settlement Conference with Homeowner	Conference#	<i>Report the number of settlement conferences that occurred during the reporting period.</i>
Escalated the Case Through CNYCN		
Escalated the Case Through Servicer		
Escalated the Case to HAMP Admin/Fannie Mae/Freddie Mac		
Extended Homeowner Or Tenant's Tenure In Property	Benefits	<i>Indicate how long tenure was extended for and if there was any financial impact on the homeowner (i.e. payments saved) during this period.</i>
Foreclosure Prevention Counseling		
Initiated Forbearance Agreement/Repayment Plan		
Obtained Clear Title To Property		
Obtained Partial Claim Loan From FHA Servicer	Benefits	<i>Provide amount of partial claim.</i>
Post Re-default Counseling		
Post Modification Counseling		
Referral		
Secured Charitable Grant for Client	Principal Forgive	<i>Indicate amount of debt wiped out.</i>
Submission of Loan Modification Request	Mod Status	<i>Indicate the status of the modification request.</i>



Outcome Value	Supplemental field(s)	Supplemental Reporting Instructions
Brought Mortgage Current	Benefits	<i>Show total delinquent payments + fees + interest.</i>
Client Outcome Unknown	Case Closed	<i>Report the date of case closure. If you are still working with the client, leave the field blank.</i>
Executed Deed-In-Lieu	Principal Forgive	<i>Calculate amount of debt discharged by bank less fees.</i>
Foreclosure Dismissed		
Homeowner Relocated	New Housing	<i>Indicate the homeowners new housing situation.</i>
Homeowner Obtained Private Insurance Funds	Benefits	<i>Indicate the amount of insurance funds obtained.</i>
Homeowner Obtained Federal Assistance Funds	Benefits	<i>Indicate the amount of Federal Assistance funds obtained.</i>
Homeowner Obtained Private Loan/Grant Funds	Benefits	<i>Indicate the amount and source of Private funds obtained.</i>
Homeownership preserved through other intervention		
Mortgage Foreclosed	Loan Status	<i><u>For clients who seek services after being foreclosed upon:</u> Report the Loan Status as Foreclosed</i>
	Intake Pay (blank)	<i>Intake Pay field <u>should be left blank.</u></i>

** values in gold represent a Foreclosure Prevented

Outcome Value	Supplemental field(s)	Supplemental Reporting Instructions
Mortgage Modified – HAMP	Modification Status New Pay	<i>The modification status should be “Final Loan Modification Received & Accepted by Client”</i> <i>Indicate new monthly payments.</i>
Mortgage Modified – NMS	Modification Status New Pay	<i>The modification status should be “Final Loan Modification Received & Accepted by Client”</i> <i>Indicate new monthly payments.</i>
Mortgage Modified – In House	Modification Status New Pay	<i>The modification status should be “Final Loan Modification Received & Accepted by Client”</i> <i>Indicate new monthly payments.</i>
Mortgage Refinanced – HARP	New Pay	<i>Indicate new monthly payments.</i>
Mortgage Refinanced –NMS	New Pay	<i>Indicate new monthly payments.</i>
Mortgage Refinanced – In House	New Pay	<i>Indicate new monthly payments.</i>
Property Sold	Benefits	<i>Calculate amount of equity saved.</i>
Resolved Non-Mortgage Lien		
Reverse Mortgage Obtained	Benefits	<i>Indicate if monthly payments are now \$0 or if client is being paid.</i>
Satisfied Mortgage	Benefits	<i>Indicate cost of total outstanding loan balance paid by client.</i>
Short Sale	Principal Forgive	<i>Calculate amount of debt discharged by bank less fees.</i>
Withdrew From Counseling	Case Closed	<i>Report the date of case closure.</i>

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