HOW IT WORKS, PREPAID-PAST DUE EDITION

2015 DDI USER GROUP MEETING MAY $19^{TH}-20^{TH}$



The loan prepaid/past due concept can be confusing! Today we are going to discuss how the program works, walk through some examples of loans that are prepaid and how to fix the loans, if needed.

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TERMS TO KNOW

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- Prepaid: More paid on the loan than what is owed •
- Past due: More owed on the loan than what has been paid •
- Acknowledged: payments that have been applied to a "Payment due" item •
- Outstanding: Payments that have not yet been applied to a payment due •

Interest Due: Loan prepaid/past due has **<u>NO IMPACT</u>** on interest calculations!

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WHAT CAUSES THE PREPAID/PAST DUE FIELD TO CHANGE?

- The prepaid/past due field gets updated with regular loan payment processing and when IL665 – Loan Payment Due Processing has been run. This program creates "due" records. The "due" record is the expected loan payment on each loan for the upcoming period. This record causes the prepaid/past due figure on the loan to increase.
- This program should be set up in your job processing. In this example, IL665 is set to run every Monday.

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🗿 IL665 - Loan Payment Due Pr	ocessing			8
Base date:	03/31/2014			
Update loans due through:	04/07/2014			
Calculate prepaid/past due as of:	03/31/2014			
Loan number:		ĪĒ	(If zero, all loans will be processed)
Loan payment codes:			•	•
	Opdate loa Review on	ans an ly - no	nd create payment due records o data will be updated	
Status of loans to process:	All loans			•
ОК	Print Opti	ons	Cancel	
L665 Business dt: 03/31/2014				CAPS

REGULAR LOAN PAYMENTS

- As loan "regular" payments are processed (Tran ID 200) a record called "paid" or "received" is created. This "paid" record causes the prepaid/past due figure on the loan record to decrease.
- Prepaid/past due is a reflection of the amount of loan payments "due" versus the amount of loan payments "paid"
- You also have the ability to perform an adjustment on this prepaid/past due field and the system will create a different type of "due" or "paid" record based on whether the prepaid/past due is increased or decreased.
- We will discuss this later in this presentation.

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baid"							
his	Transaction I	nquiry					
1113				Start date	03/03/2014		
	Id Date	Principal	Interest	Reserve	Misc2		Le
	200 03/03/2014	117.70	612.30	0.00	0.00		
ue							
© DISC		Detail		Before/A	fter	Show group	
	Regular Loan Paymen	t					

LOAN PAYMENT HISTORY

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On the loan record, click View and go to Loan Payment History. This screen shows • the "due" records (Payments due) and the "paid" records (Payments received):

View: Payments due	2	🔘 Payme	nts received	
		Payr	nents Due	
Loan Due dt	Due Amount	Paid Amount	Status	
11845 03/01/2014	2,851.00	2,851.00 Regular	Acknowledged	
11845 02/01/2014	2,851.00	2,851.00 Regular	Acknowledged	
11845 01/01/2014	2,851.00	2,851.00 Regular	Acknowledged	
11845 12/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 11/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 10/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 09/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 08/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 07/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 06/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 05/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 04/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 03/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 02/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 01/01/2013	2,851.00	2,851.00 Regular	Acknowledged	
11845 12/01/2012	2,851.00	2,851.00 Regular	Acknowledged	
11845 11/01/2012	2,851.00	2,851.00 Regular	Acknowledged	
11845 10/01/2012	2,851.00	2,851.00 Regular	Acknowledged	
11845 09/01/2012	2,851.00	2,851.00 Regular	Acknowledged	
11845 08/01/2012	3,185.00	3,185.00 Regular	Acknowledged	
11845 07/01/2012	3,185.00	3,185.00 Regular	Acknowledged	
11845 06/01/2012	3,185.00	3,185.00 Regular	Acknowledged	
11845 05/01/2012	3,185.00	3,185.00 Regular	Acknowledged	
11845 04/01/2012	3,185.00	3,185.00 Regular	Acknowledged	
11845 03/01/2012	3,185.00	3,185.00 Regular	Acknowledged	
11845 02/01/2012	3,185.00	3,185.00 Regular	Acknowledged	
11845 01/01/2012	3,185.00	3,185.00 Regular	Acknowledged	
11845 12/01/2011	3 185 00	3 185 00 Regular	Acknowledged	

		Pa	yments Allocate	d
Loan	Paid dt	Paid Amount	Allocated Amount	Tran #
11845	01/02/2014	4,000.00	2,830.00	2275911
11845	12/06/2013	3,500.00	21.00	2260114

In this example, the loan is showing prepaid when you do not believe that it should be marked as prepaid.





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• You will see that the Payments Due does not match what is on the Summary tab. This is because, according to the system, a payment is not technically "due" yet, since IL665 has not yet been run with dates that match the payment due date

View: ^{O Payments due}			Payment	nts received	
			Payn	nents Due	
Loan Due dt	Due Amount	Paid Amount	Туре	Status	
11845 03/01/2014	2,851.00	2,851.00	Regular	Acknowledged	
11845 02/01/2014	2,851.00	2,851.00	Regular	Acknowledged	
11845 01/01/2014	2,851.00	2,851.00	Regular	Acknowledged	
11845 12/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 11/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 10/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 09/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 08/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 07/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 06/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 05/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 04/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 03/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 02/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 01/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
11845 12/01/2012	2,851.00	2,851.00	Regular	Acknowledged	
11845 11/01/2012	2,851.00	2,851.00	Regular	Acknowledged	
11845 10/01/2012	2,851.00	2,851.00	Regular	Acknowledged	
11845 09/01/2012	2,851.00	2,851.00	Regular	Acknowledged	
11845 08/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
11845 07/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
11845 06/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
11845 05/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
11845 04/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
11845 03/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
11845 02/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
11845 01/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
11845 12/01/2011	3,185.00	3,185.00	Regular	Acknowledged	
11845 11/01/2011	3,185.00	3,185.00	Regular	Acknowledged	
11945 10/01/2011	3 195 00	3 185 00	Regular	Acknowledged	

	Pa	yments Allocated	
Loan Paid dt	Paid Amount	Allocated Amount	Tran #
11845 01/02/2014	4,000.00	2,830.00	2275911
11845 12/06/2013	3,500.00	21.00	2260114

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• Run IL665 with dates that match the system thinks is the next payment due date:

🎯 IL665 - Loan Payment Due Pr	ocessing		
Base date:	03/31/2014	Į.	
Update loans due through:	04/07/2014	Ħ	
Calculate prepaid/past due as of:	03/31/2014	I	
Loan number:		(If zero, all loans will be p	processed)
Loan payment codes:			•
	Oupdate loans	and create payment due rec	ords
	Review only	- no data will be updated	
Status of loans to process:	All loans		•
Start	Print Options	Cancel	
IL665 Business dt: 03/31/2014			CAPS



The system will add a payments due line for the next payment due date. However, it will show 03/01/14 as the payment due. This is updated this way because the loan is set up to reflect regular monthly payments. So, if the borrower sends in a payment for 3/1, the next payment due date will jump to 4/1/14. The Payments Due screen will NOT update until IL665 is run. When that happens, it will add 4/1/14 to the screen. This ensures that the regular monthly "payments due" records are reflected on the loan's transaction screens. The status is automatically set to "acknowledged" because this loan is prepaid.

F	ayme	ent Histo	ory				
	View:	Payments d	ue		🔘 Paym	ents received	
ſ					Pay	ments Due	_
	Loan	Due dt	Due Amount	Paid Amount	Туре	Status	
	11845	03/01/2014	2,851.00	2,851.00	Regular	Acknowledged	
1	11845	01/2014	2,851.00	2,851.00	Regular	Acknowledged	
	11845	1/01/2014	2,851.00	2,851.00	Regular	Acknowledged	
	1184	12/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
	118	11/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
	11 5	10/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
	1 45	09/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
	1845	08/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
	11845	07/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
	11845	06/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
	11845	05/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
- 1	11845	04/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
	11845	03/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
- 1	11845	02/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
	11845	01/01/2013	2,851.00	2,851.00	Regular	Acknowledged	
	11845	12/01/2012	2,851.00	2,851.00	Regular	Acknowledged	
	11845	11/01/2012	2,851.00	2,851.00	Regular	Acknowledged	
	11845	10/01/2012	2,851.00	2,851.00	Regular	Acknowledged	
	11845	09/01/2012	2,851.00	2,851.00	Regular	Acknowledged	
	11845	08/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
	11845	07/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
	11845	06/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
	11845	05/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
	11845	04/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
	11845	03/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
	11845	02/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
	11845	01/01/2012	3,185.00	3,185.00	Regular	Acknowledged	
	11845	12/01/2011	3,185.00	3,185.00	Regular	Acknowledged	
	11845	11/01/2011	3,185.00	3,185.00	Regular	Acknowledged	
	11845	10/01/2011	3,185.00	3,185,00	Regular	Acknowledged	
	11040	00/01/2011	2 105 00	2 105 00	Desides	A share when the state	-



			Payments Allo	cated
Loan	Paid dt	Paid Amount	Allocated Amount	Tran #
11845	01/02/2014	4,000.00	2,830.00	2275911
11845	12/06/2013	3,500.00	21.00	2260114

PREPAID – LOAN FINANCIAL ADJUSTMENT

- The next step is to adjust the loan's prepaid/past due information to change the next payment due date: Loans \rightarrow Transactions \rightarrow 416 Loan Financial Adjustment
- Adjust what is in the Prepaid/Past due field

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Find View Sav	ve Undo E <u>x</u> it			
oan Financia	al Adjustment			
Loan #: 11845	🧌 Eff. date: 03/3	1/2014 Acco	ount: 990008195	Remitter: 0
	Second Independent B Church	aptist		
General Fees	1			
Balance:	139,693.86	139,693.86	0.00	
Prepaid(-)/Pastdue:	-8,170.00	-8,170.00	0.00	
Interest due:	458.35	458.35	0.00	
Principal paid YTD:	9,189.09	9,189.09	0.00	
Principal paid:	313,827.70	313,827.70	0.00	
Interest paid YTD:	1,810.91	1,810.91	0.00	
Interest paid:	362,123.44	362,123.44	0.00	
Total advanced:	453,521.56	453,521.56	0.00	
Reserve balance:	0.00	0.00	0.00	
Last payment amt:	3,500.00	3,500.00	0.00	
Rebate amt:	0.00	0.00	0.00	
Total re-advanced:	0.00	0.00	0.00	

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PREPAID – LOAN ADD/MAINTENANCE

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Next, change the Next payment due field: Loans → Transactions → 410 Loan
 Add/Maintenance:



PREPAID – RESULTS

 Back on the Financial Inquiry screen for this loan, you will see that the Payment Due date on the Summary tab is updated. Run IL665 again for the date on or after the most recent payment due date. You will see on the Loan Payment History screen has been updated.

	View Account Proce	sses E <u>x</u> it			
	Detailed Loan In	quiry			
	Loan #: 11845		Account: 990008195	Beneficiary:	
	SECOND INDEPENDEN CHURCH 3507 S MINGO RD NEW YORK, NY 10031	T BAPTIST			
	Summary Payments	Adjustments Fees	LSP Disbursement Miscellaneous	Remitter	
	Loan type:	Secured Loans		Regular payment amount:	2,851.00
	Interest rate:	4.9900		Last payment amount:	3,500.00
	Commitment date:	07/26/1997		Last payment date:	03/07/2014
	Commitment amount:	453,521.56		Payment due date:	04/01/2014
	Commitment expiration:	08/01/1998		Current investment support:	0.00
J	Principal balance:	139,693.86		Close date:	07/31/2003
	Principal paid YTD:	9,189.09		Actual interest due:	458.35
	-Prepaid / +past due:	0.00		Last interest post date:	03/31/2014
	Maturity date:	03/01/2019		Interest now posted:	458.35
	First payment due:	08/01/1998		Interest paid YTD:	1,810.91
	Estimated payoff:	10/01/2018		Loan status of 02:	
	Amortization term:	15		Regular Paymer	it, Fully Advanced
	Monitor/Processor:	BRK/MS		Total advanced:	453,521.56
	Adjustment date:	08/01/2015		Original risk rating:	2.50
				Current risk rating:	2.50
				Current risk rating date:	

		Payment	is received
		Paym	ents Due
Loan Due dt	Due	Paid Type	Status
11845 03/31/2014	8,170.00	0.00 Adjustment	Outstanding
110 10 00/01/2011	2,001.00	2,001:00 Regular	Adapticaged
11845 02/01/2014	2,851.00	2,051.00 Regular	Acknowledged
11845 12/01/2013	2,851.00	2,651.00 Regular	Acknowledged
11845 11/01/2013	2,851.00	2,651.00 Regular	
11845 10/01/2013	2,851.00	2,851.00 Regular	Acknowledged
11845 09/01/2013	2,851.00	2,851.00 Regular	Acknowledged
11845 08/01/2013	2,851.00	2,851.00 Regular	Acknowledged
11845 07/01/2013	2,851.00	2,851.00 Regular	Acknowledged
11845 06/01/2013	2,851.00	2,851.00 Regular	Acknowledged
11845 05/01/2013	2,851.00	2,851.00 Regular	Acknowledged
11845 04/01/2013	2,851.00	2.851.00 Regular	Acknowledged
11845 03/01/2013	2,851.00	2.851.00 Regular	Acknowledged
11845 02/01/2013	2,851.00	2.851.00 Regular	Acknowledged
11845 01/01/2013	2,851.00	2.851.00 Regular	Acknowledged
11845 12/01/2012	2,851.00	2.851.00 Regular	Acknowledged
11845 11/01/2012	2,851.00	2.851.00 Regular	Acknowledged
11845 10/01/2012	2.851.00	2,851.00 Regular	Acknowledged
11845 09/01/2012	2,851.00	2.851.00 Regular	Acknowledged
11845 08/01/2012	3,185.00	3,185.00 Regular	Acknowledged
11845 07/01/2012	3,185.00	3,185.00 Regular	Acknowledged
11845 06/01/2012	3,185.00	3,185.00 Regular	Acknowledged
11845 05/01/2012	3,185.00	3,185.00 Regular	Acknowledged
11845 04/01/2012	3,185.00	3,185.00 Regular	Acknowledged
11845 03/01/2012	3,185.00	3,185.00 Regular	Acknowledged
11845 02/01/2012	3,185.00	3,185.00 Regular	Acknowledged
11845 01/01/2012	3,185.00	3,185.00 Regular	Acknowledged
11845 12/01/2011	3,185.00	3,185.00 Regular	Acknowledged
11845 11/01/2011	3,185.00	3,185.00 Regular	Acknowledged
11045 10101 0011	2 105 00	2 105 00 Decides	

Amount

Amoun

Loan Paid dt

PREPAID – PAYMENTS DUE SCREEN

 The status column shows the status of the payments that have been receipted into the system. Note that the financial adjustment shows on this screen. It will always show as "Outstanding" because it wasn't applied to a Payment Due record. Click on the Acknowledged line, you will see how the payment was allocated. In this example, because the loan was prepaid, the 3/1 "Payment due" was "paid" with the 1/2/14 and 12/6/13 payments received.

≝¶ Exit											
Loan Paym	ent Histo	ry									
View:	Payments du	ue O Payments received									
		Payments Due									
Loar	n Due dt	Due Amount	Paid Amount	ype		Status					
1184	5 03/31/2014	8,170.00	0.00 A	Adjustment		Outstanding					
1844 113 1184 1184 1184 1184 1184 1184 1	5 02/01/2014 5 02/01/2013 5 0/01/2013 11/01/2013 5 0/01/2013 5 0/01/2013 5 0/01/2013 5 0/01/2013 5 0/01/2013 5 0/01/2013 5 0/01/2013 5 0/01/2013 5 0/01/2013 5 0/01/2012 5 0/	2,851.00 2 2,851.00 2 3,185.00 3 3,185.00 3 3,185.	.851.00 F ,851.00 F ,185.00 F	kegular kegular		Admoniveleged Admoniveleged					
		Payments Allocated Loan Paid dt Paid Allocated Tran #									
		11845 01/02/2014 11845 12/06/2013	4,0	00.00	2,830.00 21.00		2275911 2260114				



EXAMPLE WORKSHEETS

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LOAN FAQ

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- Loan prepaid/past due has <u>NO IMPACT</u> on interest calculations!
- Why isn't a regular payment record being built for Loan #123? There are instances that a loan will not build regular payment records. This will happen when the payoff amount of the loan is less that the payment due amount. For example, the past due amount is \$15,000, the payoff (loan balance + interest) is \$14,750.

Payoff < Payment Due = NO Regular Payment Record Payoff > Payment Due = Regular Payment Record

 Loan payment transactions only affect prepaid/past due with "Regular" loan payments, not "Extra" loan payments.

LOAN FAQ

May

 How do I include an extra payment with the regular payment? You will go to your Stage 1 processing as normal, when you get to the Loan Payment screen you will put in the regular payment amount, click OK and you will get a warning screen "Payment amount of \$x,xxx.00 is less than the available check amount. Is this acceptable?", click Yes. You will enter the loan number again, this time the Payment amount will show the remaining amount of the check. **If you want the remaining funds to affect the "next payment due date", you would process this payment as a Regular Loan Payment. If you do NOT want the funds to affect the next payment due date, you would process this payment as an Extra Payment

Loan Payment						DDI Demo for Church Exte	nsion Funds			
Account: 000960672	7		File Window Help							
Finch Motor Supplies New Paradigm Church of God S111 Onyx Way	×	NEW PARAE 852 LEONAF KATY, TX 7	DD X		▶ Bave Undo View	v E <u>x</u> it				
Houston, TX 77024						Loan Payment				
	-			-		Account: 990006879		Refund	payee: Borrower	T
T		र				St Johns AMEZ Church 5799 Nash Ct Brooklyn, NY 11221	*	ST. JO 5799 N BROOM	HNS AMEZ CHURCH IASH COURT ILYN, NY 11221	*
Loan #: 10035	19	Check balance: 156.00					~			-
Payment amount: 156.00	-	Regular payment: 1,544.0	0	Status: 02		•	•	٠		P.
-		Due date: 10/01/2	011	Next due: 10/01/2011		Loan #: 11524	<i>(</i> 4) C	heck balance: 1,1	41.00	
Payment type: Regular Payment	-			Estimate		Payment amount: 1,141.00	Reg	ular payment: 6,3	59.00 Status: 02	
						Effective date: 03/31/2014	ШШ.	Due date: 12/	01/2013 Next due: 12/01/	/2013
Prioritization: Reserve/Interest/P	rincipal 💌					Payment type: Extra Payme	ent 🔻		Autopay? Estim	nate
Extra amount: Leave unprocessed						Prioritization: Principal/Int	erest/Resen 🔻			
						Extra amount: Apply towar	ds principal	•		
Balance	Due	Paid	New balance			Deleger	Dur	Decid	Newholenee	
Reserve: 0.00	0.00	0.00	0.00			Reserve: 0.00	0.00	Palu 0.00	new balance	
Interest: 0.00	0.00	0.00	0.00			Interest: 1.607.35	0.00	1,141.00	466.35	
Principal: 5,639.80	1,544.00	156.00	5,483.80			Principal: 481,609.66	481,609.66	0.00	481,609.66	
Late fee: 0.00	0.00	0.00	0.00			Late fee: 0.00	0.00	0.00	0.00	
Miss fee: 0.00	0.00	0.00	0.00			Misc fee: 0.00	0.00	0.00	0.00	
	0.00	1	0100			Remaining cash: 0.00	Total pa	id: 1,141.00		
Remaining cash: 0.00	Tota	a paid: 156.00			ATA, INC.		Refur	nd: 0.00		
	R	efund: 0.00								
						IL402 Org: 901 DEMOCE Entity	: DCEF Business dt:	03/31/2014 FY: 2	014	CAPS

Discussion, Questions, Comments



Nay 19-20, 2015

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