Maryland Mortgage Program Loan Process

Approved lender takes the loan application, underwrites the loan, approves internally, reserves/locks loan.
(Stage 1)

Following the **Pre-Closing Compliance** Checklist, lender uploads **and** submits package using Lender Online. If borrower is getting DPA, lender submits the second lien checklist (Attachment DD) in the second lien section.
(Stage 2)

CDA reviews package and posts any conditions in Lender Online (usually within two business days). If no conditions, loan is approved.
(Stage 3)

Lender checks Lender Online to view conditions, submits any documentation needed.

CDA reviews new documentation and approves file if all conditions are met.
(Stage 3)

After approval, lender downloads the **Closing** package from Lender Online, including DPA loan docs and MCC certificate if applicable.

Loan closes.

Lender submits **Post Closing Compliance** package to CDA following the applicable checklist. If DPA is involved, Attachment FF is also followed and submitted.
(Stage 11)

Lender submits purchase package to US Bank.

MCC fee notification is sent to Single Family emailbox. Funds are wired per instructions.

CDA reviews post-closing compliance package and posts any conditions in Lender Online (usually within two business days). If no conditions, loan is approved. *(Stage 12)*

Lender checks Lender Online to view any conditions, submits documentation as needed.

After post-closing compliance approval, loan receives final review and is committed, usually within two business days. *(Stage 6)*
Approval is sent automatically to USB overnight.

MCC fees are processed by CDA Finance. *(Stage 5)*
After post-closing compliance approval, DPA reimbursement is wired to lender. *(Stage 9)*

US Bank reviews purchase package and posts any conditions (can be viewed on Lender Online). If no conditions, loan is approved and purchased. *(Stage 13)*

Loan is with CDA	Action by CDA Finance
Loan is with Lender	Loan is with US Bank

NOTE: The Stage reflects where the information is captured in Loan Tracking, and not the process sequence.

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