

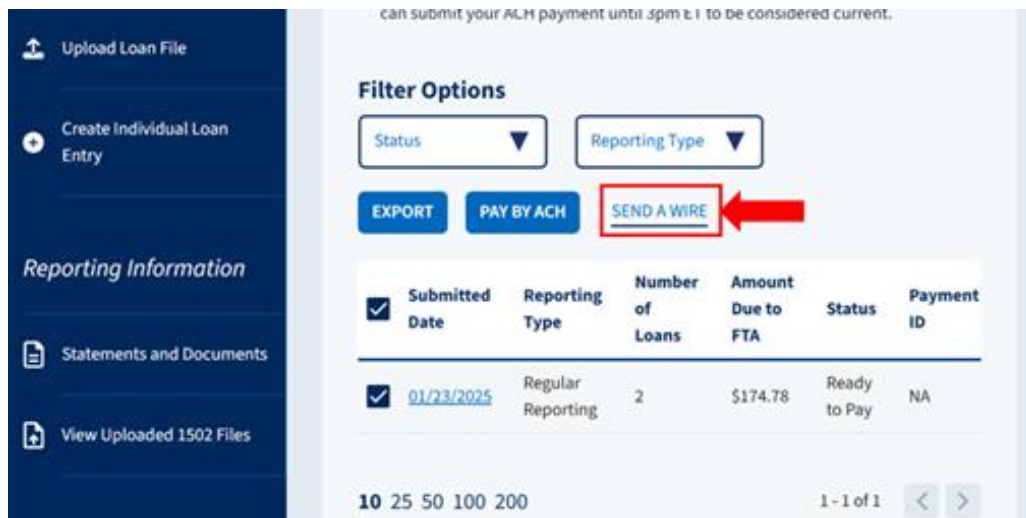
February 1502 Reporting: Reminders for the New Module

Before February 1502 reporting begins, we wanted to send a few reminders to all lenders who have been trained on the new system. Please find below: 1) answers to our top FAQs and 2) links to training materials.

Top Questions & Answers:

Do I need my ACH set up to use the new 1502 platform?

No! ACH is the new payment option available in the platform, but lenders can still indicate a wire payment from the payment page in the new module (see below screenshot). To get started on ACH, you can reference this guide: [Establishing ACH Payment Option](#).



The screenshot shows the SBA 1502 reporting interface. On the left is a dark blue sidebar with navigation options: 'Upload Loan File', 'Create Individual Loan Entry', 'Reporting Information', 'Statements and Documents', and 'View Uploaded 1502 Files'. The main content area has a light blue header with the text 'can submit your ACH payment until 3pm ET to be considered current.' Below this is a 'Filter Options' section with 'Status' and 'Reporting Type' dropdown menus, and three buttons: 'EXPORT', 'PAY BY ACH', and 'SEND A WIRE'. The 'SEND A WIRE' button is highlighted with a red box and a red arrow points to it. Below the buttons is a table with columns: Submitted Date, Reporting Type, Number of Loans, Amount Due to FTA, Status, and Payment ID. The table contains one row of data. At the bottom, there are pagination controls showing '10 25 50 100 200' and '1 - 1 of 1'.

Submitted Date	Reporting Type	Number of Loans	Amount Due to FTA	Status	Payment ID
<input checked="" type="checkbox"/> 01/23/2025	Regular Reporting	2	\$174.78	Ready to Pay	NA

Do I have to submit all my loans at once?

No! You can submit (and pay) loans in smaller groups using the “batching” functionality. Just filter to the loans in the “Ready” and “Warning” status, select all, and batch to ready for payment.

Where can I get help with resolving errors?

Please reference the [Error Message Guide](#) for specific guidance on resolving errors with loans. If you have additional questions after reviewing the Error Message Guide, please reach out to 1502@SBA.gov for individualized support.



U.S. Small Business
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How do I get to the new platform, again?

Access the new platform using your CAFS credentials at this link:

<https://lending.sba.gov>

Where are the training materials?

All training materials are located on the [FTA Wiki Site](#) under “Modernized 1502 Process;” here are some specific links:

- [User Guide](#) (with FAQs at the end!)
- [Error Message Guide](#)
- **Quick How-To Videos:**
 - [ACH Setup](#)
 - [Adding Loan Data](#)
 - [Dashboard and Queue Table](#)
 - [Errors and Warnings](#)
 - [Submission and Payment](#)
- [New Excel Template](#)

The training materials aren’t answering my question- where do I go from here?

Please reach out to 1502@SBA.gov with any additional questions.

Thank you for your attention to this new and improved process!

Best,

Your 7(a) FTA Team