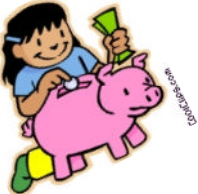


FAMILY



FINANCIAL



PREPAREDNESS



WORKSHOP



FAMILY FINANCIAL PREPAREDNESS KEY WORDS

F _____ & _____

A _____ & _____

M _____ & _____

I _____ & _____

L _____ & _____

_____ **Y** & _____

How Vulnerable Is Your Family?

Economic Vulnerability Matrix

Story of Snow White & 7 Dwarfs

Aesop's Fable "The Ants and the Grasshopper"

Probability of Serious Impact	HIGH	The Queen materialism, status obsession, unskilled	The Grasshopper wasteful, reckless, squandering, no savings
	LOW	The 7 Dwarfs prudent, simple living, reducing risks, diversified	The Ants diligent workers, resource accumulation
		LOW	HIGH

Probability of Shock

Probability of shock = risk of uncontrollable economic shock (exposure to high risk job, high risk locations)

Both the grasshoppers and the ants were exposed to high risk of winter (they could not control this risk)

Queen has low risk of economic shock (protected in castle). The 7 dwarfs have stable jobs in the mines and live prudently.

Probability of serious impact = the likelihood that an economic shock will have large impact (degree of preparedness for economic shock)

Grasshopper stored nothing but the ants stored much food (stored underground to protect from freezing)

7 dwarfs have simple lifestyle and have spread the economic earnings base over 7 workers (if one gets sick the others can conti

Queen has high risk of serious impact because of obsession with material wealth and lifestyle and "keeping up with others"

Evaluate which quadrant your family is currently in and then decide which quadrant your family should be in.

Source: Marriott Alumni Magazine, Summer 2004, "Reducing Economic Vulnerability"

Family Name: _____

List Your Family's Current Top Financial Goals (in 30 seconds or less)

Description of Goal	Term	Action taken this month
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____

If you could not list your family's financial goals within 30 seconds, you probably do not have well defined financial goals.

Each financial decision should be made only after consideration of the impact on these goals.

All family members should know each goal and understand the impact of financial decisions on each goal.

Evaluate each goal as "long-term"(> 5 years) "medium term"(2 - 5 years) "short-term" (< 1 year)

List the action that you took this month on each of your top five financial goals. If no action take, you are not serious about your goals.

FAITH &



ATTITUDE



Eternal Principles Taught by Financial Matters

The following eternal principles that can be strengthened by addressing financial matters from an eternal perspective:

Stewardship
Accountability
Service
Sharing
Thrift
Self reliance
Use of tools

Planning
Vision / foresight
Patience
Preparedness
Discipline
Sacrifice

The following negative principles can be learned from financial matters if not addressed from an eternal perspective

Selfishness
Greed
Contention
Waste

Procrastination
Impulsiveness
Covetousness
Dependency

Scriptures Related to Financial Matters

FINANCIAL COMMANDMENTS, KNOWLEDGE AND TIPS

D&C 29:34 - 35	All things are spiritual to the Lord. (Financial related commandments have spiritual implications.)
Malachi 3: 8 - 12	Some blessings of tithing may be worldly wealth. Greatest blessing is faith. These blessing are very real and powerful.
D&C 62: 23	This is a day of sacrifice. This is a day of tithing; he that is tithed will not be burned at his coming.
1 Nephi 3: 7	The Lord prepares a way for us to fulfill His commandments.
1 Corinthians 10:13	No financial temptation is too great for us to resist (i.e. we can resist impulse buying, keeping up with neighbors, etc.)
Moses 7: 30	Great and eternal is the wealth of the Lord. But His heart is just, merciful and kind.
D&C 84: 33-39	We will be joint heirs of all things by magnifying Priesthood. Why settle for just a few things on this earth?
D&C 122: 7	All of these things shall be for thy good. We can't avoid trials - economic shocks. We can prepare for them and lighten their impact.
D&C 130: 18 - 19	Intelligence we attain in this life will stay with us hereafter. Eternal principles learned in mortal financial matters will stay with us.
D&C 48: 4	Save all the money ye can in righteousness that in time ye may be enabled to purchase land for an inheritance (save for home).
Matt 16: 26	What is a man profited if he shall gain the whole world and lose hi own soul. What shall he give in exchange for his soul?
2 Nephi 9: 51	Do not spend money for that which is of no worth. Do not labor for that which can not satisfy (value is in service and helping others). (D&C18:10 the WORTH of souls is great in the sight of God) (Moses 1: 39 the LABOR of God is immortality and eternal life of man).
D&C 19: 33	Pay the debt thou has contracted. Release thyself from bondage.

WHERE IS YOU HEART?

Matt 6: 19 - 21	Lay not up for yourselves treasures on earth where moth doth corrupt. Where is your heart?
D&C 121: 34-36	Hearts so set upon the things of this earth and aspire to the honors of men that they loose eternal blessings and power.
Mormon 8:37	(last days) Ye do love money and your substance and your fine apparel more than ye love the poor and the needy, the sick and afflicted.
2 Nephi 9: 30	Wo unto the rich who despise the poor and persecute the meek. Their hearts are upon their treasures. Their treasure is their god.
Luke 12:15, 21	A man's life consisteth not in the abundance of things he possesseth. Laying up treasure for himself is not rich toward God.
Alma 60: 32	Nephite iniquity due to their love of glory and the vain things of the world.

Scriptures Related to Financial Matters

SERVICE

- Jacob 2: 17 - 18 **Purposes of wealth = service: feed hungry, cloth naked, liberate captive, administer relief to sick/afflicted**
- Matthew 6: 33 **Seek ye first the Kingdom of God and his righteousness, and all these things shall be added unto you. (Best formula for success).**
- Matthew 6: 24 No man can serve two masters. Will hold to the one or to the other.
- D&C 107: 17 The earth is full and there is sufficient to achieve its purposes. Men are agents regarding the things of the earth.
- D&C 88: 124 **Cease to be covetous. Learn to impart one to another as the Gospel requires. Cease to be idle.**
- D&C 42: 30 - 31 Remember the poor and consecrate of thy properties for their support. Inasmuch as ye impart to the poor, ye do it unto me.

STEWARDSHIP

- D&C 104: 13 The Lord made every man accountable as a steward over earthly blessings, which He has made and prepared for us.
- D&C 104: 54 - 56 **Our properties are the Lord's and we are stewards over them.**
- Matthew 25: 14 - 30 We are blessed if we use our financial tools to bring about the work of the Master. We are cursed if we fail to use those tools properly.

ACCOUNTABILITY

- D&C 42: 32 ...every man shall be made accountable unto me, a steward over his own property. (Parable of the Talents)
- D&C 72: 3 - 4 **Required of every steward to render an account of his stewardship. The faithful and wise on earth accounted worthy of eternal mansions.**
- D&C 104: 78 Behold it is my will that you shall pay all your debts.
- Luke 24: 16 - 21 Parable of wealthy man building bigger barns to store his good and planning to eat, drink and be merry up to day he died. You can't take it with you!
- D&C 56: 16 - 17 **Wo unto you rich men that will not give your substance to the poor...Wo unto you poor men, whose hearts are not broken.**



Quotes Related to Financial Matters

President Gordon B. Hinckley said (after reading Genesis 41) "The time has come to get our houses in order. So many of our people are living on the very edge of their incomes. In fact, some are living on borrowings...The economy is a fragile thing...There is a portent of stormy weather ahead to which we had better give heed... No one knows when emergencies will strike...We are carrying a message of self-reliance throughout the world. Self reliance can not be obtained when there is serious debt hanging over a household. What a wonderful feeling it is to be free of debt, to have a little money against a day of emergency put away...I urge you to be modest in your expenditures, discipline yourselves in your purchases to avoid debt to the extent possible. Pay off debt as quickly as you can...This is part of the temporal gospel in which we believe...If you have paid your debts, if you have a reserve, even though it be small, then should storms howl about your head, you will have shelter for our wives and children and peace in your hearts. That's all I have to say about it, but I wish to say it will all the emphasis of which I am capable.

President Spencer W. Kimball said "It is my candid opinion that the Lord does not need the tithes we pay. Certainly he puts them to beneficial use, in the erection of chapels, temples, in missionary work, in educational endeavors, but the Lord could find other ways and means to finance his program without the tithes. It is you and I who are blessed when we pay the tithes. We have obeyed a principle; we have mastered our desires; we have obeyed a commandment without necessarily knowing fully why. (*The Spirit Giveth Life*, Dec 1951)

Elder Dallin H. Oaks said: "The deceitfulness of riches can choke out the fruits of the gospel in many ways. A person who covets the wealth of another will suffer spiritually. A person who has wealth and then loses it and becomes embittered and hateful is also a victim of the deceitfulness of riches." (Eternal Marriage Student Manual p 115)

President Marion G. Romney said: "Self reliance becomes the prerequisite to service. Without self-reliance one cannot exercise these innate desires to service. How can we give if there is nothing there? Food for the hungry cannot come from empty shelves. Money to assist the needy cannot come from an empty purse. Support and understanding cannot come from the emotionally starved. Teaching cannot come from the unlearned. And most important of all, spiritual guidance cannot come from the spiritually weak." (*The Celestial Nature of Self Reliance* .)

Money may be the husk of many things, but not the kernel. It brings you food, but not appetite; medicine, but not health; acquaintances, but not friends; servants, but not faithfulness; days of joy, but not peace or happiness. (*Forbes Scrapbook of Thoughts on The Business of Life*).

Material blessings are a part of the gospel if they are achieved in the proper way and for the right purpose...the eternal perspective and foundation are these: We must first seek the kingdom, work and plan and spend wisely, plan for the future, and use what wealth we are blessed with to help build up that kingdom. (President N. Eldon Tanner, *Constancy Amid Change*)

Because of easy access to credit and increases in absolute income levels, many people become spending addicts...Two common rationalizations used to justify excessive spending are "If I don't buy it today, I won't ever be able to afford it" and "My neighbor has it, so I need it too." Both of these justifications are messages from retailers, who are trying to sell their products, and from Satan, who is trying to get us into financial bondage. (W. Steve Albrecht, *Making Money Your Ally*).

Satan uses money to twist our values. Through money he changes our perspective from serving God to accumulating wealth and serving self. Through money he warps our thinking so that we believe our wants are really needs. Through money he redirects our thoughts from others to ourselves. (W. Steve Albrecht, *Making Money Your Ally*)

President Heber J. Grant said "If there is one thing that will bring peace and contentment into the human heart, and into the family, it is to live within our means. And if there is any one thing that is grinding, and discouraging and disheartening it is to have debts and obligations that one cannot meet."

Fix it up, wear it out, make it do, or do without.

Quotes Related to Financial Matters

Service is not something we endure on this earth so we can earn the right to live in the Celestial Kingdom. Service is the very fiber of which an exalted life in the Celestial Kingdom is made. Knowing that service is what gives our Father in Heaven fulfillment, and knowing that we want to be where He is and as He is, why must we be commanded to serve one another? Oh, for the glorious day when these things all come naturally because of the purity of our hearts. (President Romney, Ibid)

Know that one day we will be required to give an accounting of what we did with our material possessions and wealth. How did we use these financial tools to further the eternal progression of our families? How did we use these financial tools to aid others in their eternal pathway? What will that great interview be like if we have to tell the Lord, we left all of these tools locked up so that they would be preserved. They were never tarnished by the work of feeding the hungry, clothing the naked, liberating the captive and to administering relief to the sick and afflicted. The tools were never worn down by assisting in missionary work or temple and genealogy work. The tools you blessed me with are still in tact and were never used to help fund the education of youth in poverty stricken countries. The parable of the unprofitable servant takes on new meaning as the Lord tells the servant who failed to use his talent in the service of his master (Matthew 25:14-30) (Eternal Marriage Student Manual, p 115)

Elder L. Tom Perry said "on a daily basis we witness widely fluctuating inflation; wars; interpersonal conflict; natural disasters; variances in weather conditions; innumerable forces of immorality; crime and violence; attacks and pressures on the family and individuals; technological advances that make occupations obsolete and so on...Careers are ever changing...Young people today will have job changes occur more frequently, even ten to twelve times during a life's work cycle... The need for preparation is abundantly clear. The great blessing of being prepared gives us freedom from fear, as guaranteed to us by the Lord in the Doctrine and Covenants: 'If ye are prepared ye shall not fear' (D&C 38:30) (If ye are prepared Ye Shall Not Fear, Ensign 1995)

Elder Joe J. Christensen gave four suggestions for dealing with materialism that threatens this age:

First, we should not confuse wants with needs. It is easy for wants to become needs. ("There, there little luxury, don't you cry. You'll be a necessity by and by.")

Second, we should avoid spoiling children by giving them too much. Children who always get what they want will want as long as they live.

Third, live modestly and avoid debt as if it were a plague.

Fourth, be generous in giving and sharing with others.

Elder Dallin J. Oaks said: "Those who preach the gospel of success and the theology of prosperity are suffering from 'the deceitfulness of riches' and from supposing gain is godliness' (1 Timothy 6:5). The possession of wealth or the acquisition of significant income is not a mark of heavenly favor, and their absence is not evidence of heavenly disfavor. Riches can be among the blessings that follow right behavior—such as the payment of tithing (Malachi 3:9–12)—but riches can also be acquired through the luck of a prospector or as the fruits of dishonesty" (Pure in Heart, 75–76).

President Henry D. Moyle said "{E}very able-bodied person is enjoined to do his utmost for himself to avoid dependence, if his own efforts can make such a course possible; to look upon adversity as temporary; to combine his faith in his own ability with honest toil; to rehabilitate himself and his family to a position of independence; in every case to minimize the need for help and to supplement any help given with his own best efforts. We believe {that} seldom {do circumstances arise in which} men of rigorous faith, genuine courage, and unfaltering determination, with the love of independence burning in their hearts, and pride in their own accomplishments, cannot surmount the obstacles that lie in their paths. (Quoted by President Marion G. Romney in *The Celestial Nature of Self-Reliance*)

Wealth is not the same as income. If you make a good income each year and spend it all, you are not getting wealthier. You are just living high. Wealth is what you accumulate, not what you spend.

C.S. Lewis on charitable contributions said "I am afraid the only safe rule is to give more than we can spare...If our charities do not at all pinch or hamper us...they are too small. There ought to be things we should like to do and cannot do because our charitable expenditures excludes them."

Family Name: _____

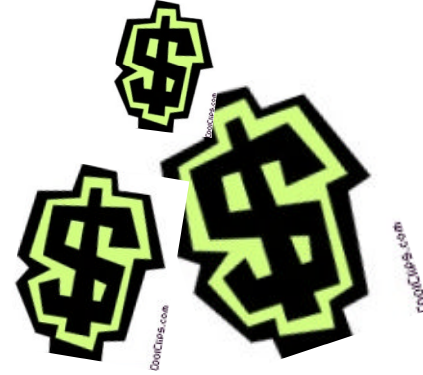
Family Goals Regarding Faith and Attitude as Related to Financial Matters

Description of Goal	Completion Date	First Required Action
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____

Follow the promptings of the Holy Spirit and list 5 goals to help your family improve in faith and attitude towards financial matters. Write the desired completion date. Write the first action required to complete this goal.



ANALYSIS



& PLAN

FAMILY FINANCIAL ANALYSIS AND PLANNING TOOLS

Tool	Frequency	Purpose
Written Goals	Monthly review	To help guide all financial actions (purchases, expenses, investments). Divide into short term (<1 year), mid-term (1-3 years), long-term (>3years) Detail monthly review in family counsel. Overall annual review for top level guidance.
Balance Sheet	Year-end	Reflects financial position at one point in time. Compare from year to year to see progress in improving financial position.
Budget	Monthly	Short-term tool to give guidance on how to achieve goals and to track performance. Update monthly from checkbook, credit card statements, cash spent.
Bank Reconciliation	Monthly	Verify accuracy of cash balance and bank activity.
Credit Card Reconciliation	Monthly	Verify activity, split into purchase categories. Input into budget spreadsheets.
Review Investment Statements	Monthly/Quarterly	To verify accuracy of investment activities, check for errors.
Income Statement	Monthly Annually	Showing Inflows or Revenues (salary, interest, gifts) and Outflows or Expenses. Compare monthly results and annual results (shows where the money went).
Debt Reduction Schedule	Quarterly/Annually	Monitor frequently for adherence.
Risk Analysis	Annually	Evaluate the risks impacting your family and establish goals to mitigate the risks.
Coupons, ads,	For purchases	Coupons available for nearly everything. Moneymailer.com, Valpak.com, Hotwire.com, Orbits.com
Discount stores & entertainment	For purchases	Never pay full price. Watch for sales and close-out opportunities.
Economic stress plan (Disaster Recovery Plan)	Review annually	Agreed upon list of alternative plans, items to dispose of, services to discontinue during period of economic stress. Prioritize action items based upon severity of the anticipated economic stress.

Simplified Balance Sheet Analysis

Develop balance sheet at least once a year - as of December 31

Balance sheet is a moment in time snap shot of financial position.

Basic formula = Assets - Liabilities = Net Worth

Assets = items that have future economic value that can be transferred.

Examples: bank accounts, home, car, retirement accounts

Things that are not assets on balance sheet: your children, how smart you are, intangibles such as insurance policy (unless cash value).

Liabilities = future economic amounts owed for goods or services acquired.

Examples: mortgage, student loans, car loans, unpaid utilities, credit card balances.

Things that are not liabilities on balance sheet: your children, how smart you are.

Net Worth = the difference between assets and liabilities. If assets > liabilities then positive net worth.

A negative net worth may indicate vulnerability to financial shocks.

Simple ratios for analyzing balance sheets

Current ratio = cash + short-term investments divided by current liabilities and a portion of long-term liabilities.

This is an indication of the ability to continue paying debt obligations if the current income stops.

A current ratio better than 100% is desirable (indicates a reasonable ability to withstand economic shock).

Gross leverage ratio = total liabilities divided by total assets.

This indicates how much of the assets are financed (owned) by you compared to how much of the assets are financed (owned) by others.

For an established family (10 years out of college) a leverage ratio of 50% and declining may be appropriate.

Ideally a leverage ratio of 0% is the long-term target.

Home equity = 1 - (the outstanding principal balance on mortgages divided by the value of home less 6% sales commission and selling costs)

This indicates how much of the home you "own".

For an established family (10 years out of college) a home equity of 33% and rising is appropriate.

Ideally a home equity of 100% is the long-term target.

Every financial plan should have a projected balance sheet for the coming year end.

What level do you want the assets and liabilities to be?

What do you plan to have happen with net worth?

Financial goals can be established based upon these questions.

The Justin and Ida School Family
Balance Sheet
As of December 31, 2007

		Balance	How Valued
Assets			
Cash	Checking account	500	account balance
	Savings account	1,000	account balance
	Credit union account	-	account balance
		<u>1,500</u>	
Investments	Certificates of deposit	-	principal plus accrued interest
	Stock certificates	-	quoted FMV less sales commission
	Bonds	-	quoted FMV less sales commission
	401k plan	-	account balance
	Retirement plan	-	PV future payments
		<u>-</u>	
Fixed Assets	Car 1	2,000	FMV to willing buyer
	Car 2	-	FMV to willing buyer
	Furniture	500	FMV to willing buyer
	Tools and equipment	500	
		<u>3,000</u>	
Home		-	comparable sales less 6% commission
Total Assets		<u>\$ 4,500</u>	
Liabilities			
Payables	Credit card #1	500	account balance
	Credit card #2	-	account balance
	Accrued utilities	100	accrued/unpaid balances to date
		<u>600</u>	
Notes Payable	Car #1	-	outstanding principal & unpaid accrued interest
	Car # 2	-	
	Student Loan #1	50,000	outstanding principal & unpaid accrued interest
	Student Loan #2	-	outstanding principal & unpaid accrued interest
	401k plan loan	-	outstanding principal & unpaid accrued interest
		<u>50,000</u>	
Mortgage	Original	-	outstanding principal & unpaid accrued interest
	2nd mortgage	-	outstanding principal & unpaid accrued interest
		<u>-</u>	
Total Liabilities		<u>\$ 50,600</u>	
Net Worth		<u>\$ (46,100)</u>	

		Evaluation		
Current Ratio	Cash & ST Investments / Current Debts (+1/12 LT debt)	31%	bad	Should be 100% or higher to cushion shocks
Gross Leverage Ratio	Total Liabilities / Total Assets	1124%	bad	Should be well below 50% and declining
Home Equity	Mortgages / Home Value	0%		

Assessment of Situation:

Completed college degree and now have good job.
 Just getting started with their lives after college.
 Education debt (not as bad form of debt) will impose burden on family for number of years.
 Poorly positioned to overcome impact of economic shocks (new family just starting out must fill in the economic gaps quickly) .

Recommended Actions:

Payoff credit card and don't use it as source of funds in furnishing the apartment.
 Work on paying down the student loans.
 Actively build 6 months earnings in savings accounts.
 Establish the habit now of saving for retirement.
 Delay major purchases (car, furniture, home) until sufficient cash reserves are established.
 Don't get off track by following foolish peers (immediately buying cars, homes, furniture).

The Ben and Livn Thehilife Family
Balance Sheet
As of December 31, 2007

		Balance	How Valued
Assets			
Cash	Checking account	1,000	account balance
	Savings account	10,000	account balance
	Credit union account	<u>5,000</u>	16,000 account balance
Investments	Certificates of deposit	20,000	principal plus accrued interest
	Stock certificates	5,000	quoted FMV less sales commission
	Bonds	-	quoted FMV less sales commission
	401k plan	120,000	account balance
	Retirement plan	<u>75,000</u>	220,000 PV future payments
Fixed Assets	Car 1	15,000	FMV to willing buyer
	Car 2	4,000	FMV to willing buyer
	Furniture	10,000	FMV to willing buyer
	Tools and equipment	<u>1,000</u>	30,000
Home		150,000	comparable sales less 6% commission
Total Assets		<u>\$ 416,000</u>	
Liabilities			
Payables	Credit card #1	20,000	account balance
	Credit card #2	10,000	account balance
	Accrued utilities	<u>500</u>	30,500 accrued/unpaid balances to date
Notes Payable	Car #1	12,000	outstanding principal & unpaid accrued interest
	Car # 2	3,000	
	Student Loan #1	20,000	outstanding principal & unpaid accrued interest
	Student Loan #2	50,000	outstanding principal & unpaid accrued interest
	401k plan loan	<u>40,000</u>	125,000 outstanding principal & unpaid accrued interest
Mortgage	Original	120,000	outstanding principal & unpaid accrued interest
	2nd mortgage	<u>25,000</u>	145,000 outstanding principal & unpaid accrued interest
Total Liabilities		<u>\$ 300,500</u>	
Net Worth		<u>\$ 115,500</u>	

		<u>Evaluation</u>		
Current Ratio	Cash & ST Investments / Current Debts (+1/12 LT debt)	88%	fair	Should be 100% or higher to cushion shocks
Gross Leverage Ratio	Total Liabilities / Total Assets	72%	bad	Should be well below 50% and declining
Home Equity	Mortgages / Home Value	3%	very bad	Should be well above 33% and increasing

Assessment of Situation:

The family has reasonably good liquid assets to protect in stress test situation.
Probably have college degree (student loans) and good current income.
Have purchased a reasonably priced starter home.
Establish a good habit of retirement savings - but they have borrowed against the savings - crippling the impact of earnings compounding.
Are maximizing their 401k contributions each year (the company match is like "free money").
This family yields to impulse buying (high credit card debt) and has taken on considerable debt to finance purchases and lifestyle.
The family expenses are too high - they have incurred long-term debt to pay for current lifestyle (2nd mortgage, car loans, 401k borrowings all are bad debt).
They been making only minimum payments on college loans.
Poorly positioned to overcome the impact of economic shocks

Recommended Actions:

Significantly cut back lifestyle immediately (vacations, eating out frequently, entertainment, clothing, jewelry, pets, cell phones, cable TV, golf, clubs).
Stop using credit cards immediately. Payoff the \$10,000 credit card and then work down the other credit card as quickly as possible.
Work on paying down the car loans next and then the 2nd mortgage.
Delay purchasing new car until credit cards, 2nd mortgage, all car loans are repaid.
Equity in home and other assets must be increased significantly.
Continue existing habit of retirement savings.
Leave remaining cash balances in place as cushion.

**The Phil and Upda Atticwithstuph Family
Balance Sheet
As of December 31, 2007**

		Balance	How Valued
Assets			
Cash	Checking account	500	account balance
	Savings account	1,000	account balance
	Credit union account	<u>2,000</u>	account balance
		3,500	
Investments	Certificates of deposit	-	principal plus accrued interest
	Stock certificates	-	quoted FMV less sales commission
	Bonds	-	quoted FMV less sales commission
	401k plan	20,000	account balance
	Retirement plan	<u>5,000</u>	PV future payments
		25,000	
Fixed Assets	Car 1	40,000	FMV to willing buyer
	Car 2	30,000	FMV to willing buyer
	Jewelry, clothes, collectibles	20,000	FMV to willing buyer
	Furniture	50,000	FMV to willing buyer
	Boat, jet ski, ATV	25,000	
	Tools, equipment	<u>10,000</u>	
			175,000
Home		400,000	comparable sales less 6% commission
Vacation Time-share		20,000	FMV to willing buyer less transfer fees
Total Assets		<u>\$ 623,500</u>	
Liabilities			
Payables	Credit card #1	10,000	account balance
	Credit card #2	10,000	account balance
	Accrued utilities	<u>1,000</u>	accrued/unpaid balances to date
		21,000	
Notes Payable	Car #1	34,000	outstanding principal & unpaid accrued interest
	Car # 2	28,000	
	Student Loan #1	20,000	outstanding principal & unpaid accrued interest
	Student Loan #2	50,000	outstanding principal & unpaid accrued interest
	401k plan loan	<u>5,000</u>	outstanding principal & unpaid accrued interest
		137,000	
Mortgage	Original	325,000	outstanding principal & unpaid accrued interest
	2nd mortgage	<u>25,000</u>	outstanding principal & unpaid accrued interest
		350,000	
Total Liabilities		<u>\$ 508,000</u>	
Net Worth		<u>\$ 115,500</u>	

			<u>Evaluation</u>	
Current Ratio	Cash & ST Investments / Current Debts (+1/12 LT debt)	11%	very bad	Should be 100% or higher to cushion shocks
Gross Leverage Ratio	Total Liabilities / Total Assets	81%	very bad	Should be well below 50% and declining
Home Equity	Mortgages / Home Value	13%	very bad	Should be well above 33% and increasing

Assessment of Situation:
 Have good job and good current earnings.
 Have very poor discipline with debt financing.
 Very poor pattern of retirement savings.
 Little remaining home equity.
 Very poorly positioned to reduce impact of economic shock.

Recommended Actions:
 Stop using credits cards and start actively reducing balances.
 Sell some assets (expensive cars, boat, jet skis, jewelry, collectibles, furniture) and repay loans. Some assets may be sold at loss.
 Actively build 6 months earnings in savings accounts.
 Start maximizing the 401k and other retirement savings now.
 Delay major purchases (car, furniture, home) until sufficient cash reserves are established.
 Downsize to smaller home and use the reduced mortgage payments to help reduce debts.

The Phil and Lowen Daprofet Family
Balance Sheet
As of December 31, 2007

			Balance	How Valued
Assets				
Cash	Checking account	1,000	11,000	account balance
	Savings account	5,000		account balance
	Credit union account	<u>5,000</u>		account balance
Investments	Certificates of deposit	10,000	110,000	principal plus accrued interest
	Stock certificates	-		quoted FMV less sales commission
	Bonds	-		quoted FMV less sales commission
	401k plan	90,000		account balance
	Retirement plan	<u>10,000</u>		PV future payments
Fixed Assets	Car 1	10,000	19,000	FMV to willing buyer
	Car 2	2,000		FMV to willing buyer
	Furniture	5,000		FMV to willing buyer
	Tools and equipment	<u>2,000</u>		
Home		172,000	comparable sales less 6% commission	
Total Assets		<u>\$ 312,000</u>		
Liabilities				
Payables	Credit card #1	-	1,000	account balance
	Credit card #2	-		account balance
	Accrued utilities	<u>1,000</u>		accrued/unpaid balances to date
Notes Payable	Car #1	-	70,000	outstanding principal & unpaid accrued interest
	Car # 2	-		outstanding principal & unpaid accrued interest
	Student Loan #1	20,000		outstanding principal & unpaid accrued interest
	Student Loan #2	50,000		outstanding principal & unpaid accrued interest
	401k plan loan	<u>-</u>		outstanding principal & unpaid accrued interest
Mortgage	Original	125,500	125,500	outstanding principal & unpaid accrued interest
	2nd mortgage	<u>-</u>		outstanding principal & unpaid accrued interest
Total Liabilities		<u>\$ 196,500</u>		
Net Worth			<u>\$ 115,500</u>	

			Evaluation	
Current Ratio	Cash & ST Investments / Current Debts (+1/12 LT debt)	307%	great	Should be 100% or higher to cushion shocks
Gross Leverage Ratio	Total Liabilities / Total Assets	63%	fair	Should be well below 50% and declining
Home Equity	Mortgages / Home Value	27%	fair	Should be well above 33% and increasing

Assessment of Situation:

Have good job and good current earnings.
 Have very good discipline with debt financing.
 Good pattern of retirement savings.
 Growing home equity.
 Only pay cash for cars (probably used cars with a few miles on them).

Recommended Actions:

Actively pay off the home mortgage.
 Continue active savings for retirement.
 Actively build 6 months earnings in savings accounts.
 Start maximizing the 401k and other retirement savings now).
 Delay major purchases (car, furniture, home) until sufficient cash reserves are established.
 Downsize to smaller home and use the reduced mortgage payments to help reduce debts.

Family Name: _____
Balance Sheet
As of: _____



		Balance	How Valued
Assets			
Cash	Checking account		account balance
	Savings account		account balance
	Credit union account	_____	account balance
Investments	Certificates of deposit		principal plus accrued interest
	Stock certificates		quoted FMV less sales commission
	Bonds		quoted FMV less sales commission
	401k plan		account balance
	Retirement plan	_____	PV future payments
Fixed Assets	Car 1		FMV to willing buyer
	Car 2		FMV to willing buyer
	Furniture		FMV to willing buyer
	Tools and equipment	_____	
Home			comparable sales less 6% commission
Total Assets		<u>\$ -</u>	
Liabilities			
Payables	Credit card #1		account balance
	Credit card #2		account balance
	Accrued utilities	_____	accrued/unpaid balances to date
Notes Payable	Car #1		outstanding principal & unpaid accrued interest
	Car # 2		
	Student Loan #1		outstanding principal & unpaid accrued interest
	Student Loan #2		outstanding principal & unpaid accrued interest
	401k plan loan	_____	outstanding principal & unpaid accrued interest
Mortgage	Original		outstanding principal & unpaid accrued interest
	2nd mortgage	_____	outstanding principal & unpaid accrued interest
Total Liabilities		<u>\$ -</u>	
Net Worth		<u>\$ -</u>	

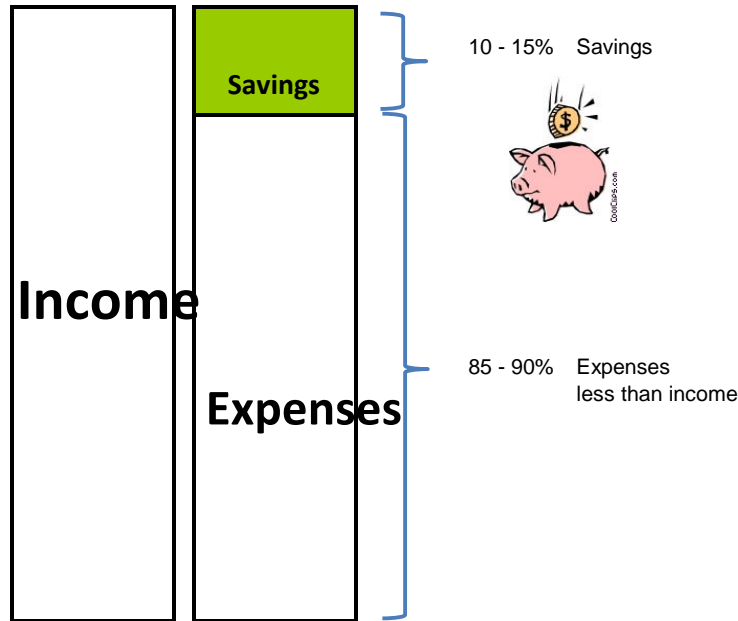
			<u>Evaluation</u>
Current Ratio	Cash & ST Investments / Current Debts (+1/12 LT debt)	#DIV/0!	Should be 100% or higher to cushion shocks
Gross Leverage Ratio	Total Liabilities / Total Assets	#DIV/0!	Should be well below 50% and declining
Home Equity	Mortgages / Home Value	#DIV/0!	Should be well above 33% and increasing

Assessment of Situation:

Recommended Actions:

Which Income is higher?

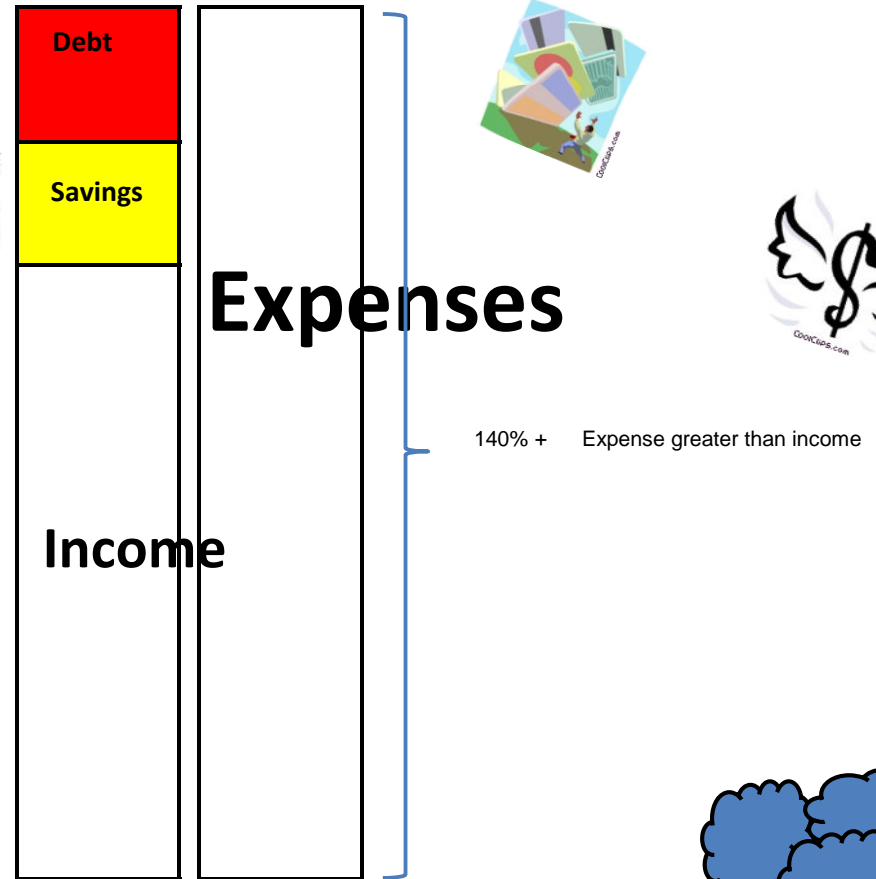
Basic Model



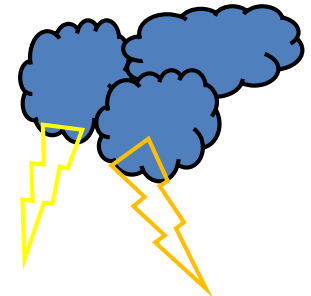
Sustainable
 Expenses less than income
 Pattern of savings
 Pattern of reducing debts
 Can handle contingencies
 Prepared for future
 Prophetically endorsed



US Recent-Years Model

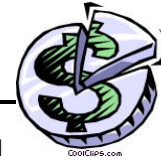


NOT Sustainable
 Expense supported by income, savings & debts
 Negative savings (eventually its gone!)
 Mortgaging future to support today's lifestyle
 Risky - not able to withstand contingencies
 No regard for future
 Strongly cautioned against



Budget Model

Assumptions: Family of four, one wage earner, home owner



	Range	\$100,000 Income Model		Actual Monthly		\$50,000 Income Model		Actual Monthly	
		Annual	Monthly			Annual	Monthly		
Gross income		100,000	8,333			50,000	4,167		
Taxes (Federal & FICA)	19%-23%	21%	(21,000)	(1,750)		14%-18%	16%	(8,000)	(667)
Charitable	10%-12%	10%	(10,000)	(833)		10%-12%	10%	(5,000)	(417)
Home, property tax, insurance, maintenance, supplies	18%-22%	20%	(20,000)	(1,667)		18%-22%	20%	(10,000)	(833)
Fixed payments (student loans, credit cards, cars loans)	5%-8%	7%	(7,000)	(583)		3%-5%	5%	(2,500)	(208)
Savings (missions, retirement, college, food storage)	12%-16%	12%	(12,000)	(1,000)		10%-12%	10%	(5,000)	(417)
Utilities, phone, other insurance	5%-8%	7%	(7,000)	(583)		5%-8%	7%	(3,500)	(292)
Food, personal items and household supplies	15%-20%	\$75*4*52	(15,600)	(1,300)		20%-25%	\$60*4*52	(12,480)	(1,040)
Transport, clothes, entrtmnt, school, sports, all other	5% - 8%	7%	(7,400)	(617)		5% - 8%	7%	(3,520)	(293)
Remaining (must be zero or positive - no deficit financing)		100%	-	-		100%	-	-	

General guidelines:

Taxes include federal income tax (itemized deductions & 4 personal exemptions) and FICA tax (employee portion only).

Taxes will be a little higher if the family has 2 wage earners (2 FICA maximums thresholds).

Home costs include mortgage interest & principal, real estate taxes, insurance significant repairs and maintenance.

The sum of home costs plus fixed payments should be no more than 24% - 28% of gross income.

Food, toiletries, cleaning supplies and other costs assumed to be \$75 per week per family member (lower on lower incomes).

Savings are apportioned between short-term, mid-term, and long-term.

Best source to improve cash flow is to reduce fixed payments to zero.

Each family's budget will be different and tailored to their specific needs.

The "other" expense should include an amount of "free funds" for each family member.



Economic Stress Reaction Plan - Disaster Recovery Plan

The family should have a well thought out plan with agreed-upon actions that should take effect immediately upon an economic crisis. The plan should be reviewed at least annually and adjusted as needed. Action items should be prioritized based upon the anticipated impact of the economic stress (different actions for 2 month layoff than for long-term disability). The children should be aware of the plan and aware of the impact to them.

If a plan is agreed to before the economic stress hits, it reduces family tension and enhances effectiveness.

Services to terminate upon onset of economic stress (to reduce expenditures)

cable TV, internet access (free access at library), magazine newspaper subscriptions (access from library)
cell phones, pool services, lawn services, eliminate maintenance services (do yourself), health club memberships
beauty salon visits, expensive pet care, eating out

Alternative Family Plans

transfer to local college (live at home, reduced long-distance transportation, lower community college tuition)
no-extra-expense local vacations
celebrate birthdays and holidays by being together rather than buying gifts
stop music and dance lessons. Stop sports activities that require substantial costs.

Assets to Dispose of

multiple cars, recreational equipment, furniture, computers, collectibles
pets
downsize to smaller home or sell home and live in apartment

Sources of Funds

short-term and mid-term savings
(try not to tap into retirement savings due to substantial access penalties)
2nd mortgage or equity line of credit **IS NOT A SOURCE OF FUNDS**. Sell house before obtaining 2nd mortgage
borrowings or gifts from other family members
second job in less skilled field.
spouse obtain job (babysitting, administrative work)
garage sales

Family Name: _____

Economic Stress Plan - Disaster Recovery Plan

Action Item	Applicable to Severity high moderate, low)	Priority	Required Action
Services			
terminate cable TV			
terminate internet			
terminate newspaper & magazines			
terminate health club membership			
terminate pool services or lawn services			
postpone car or home maintenance			
other			
other			
Asset Disposal			
sell recreational equipment			
sell 2nd car			
garage sale			
downsize home			
sell home and move to apartment			
other			
other			
Alternation of Plans			
children return to local college (stay home)			
cancel vacation plans			
find second job			
sell pets			
other			
other			

Decide the types of economic stress for severity

High Stress: Loss of job in bad labor market, serious illness or injury, uninsured loss
 Moderate Stress: Loss of job in good industry, loss of home in insured weather event or fire
 Low Stress: Temporary injury, one spouse lose of employment,

Priority of action

- 1 Immediately upon an economic stress
- 2 2 months after an economic stress
- 3 6 months after an economic stress

Family Name: _____

Goals Regarding Analysis and Planning

Description of Goal	Completion Date	First Required Action
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____

Describe five goals related to analysis and planning (build balance sheet, use budget, develop recovery plan, etc.)

Write the desired completion date. Write the first action required to complete this goal.



MEANS &



RESERVES



MEANS AND RESERVES

Preparedness Food, clothing, water, fuel if possible
Savings - cash on hand
72 hour kits
Years supply of food, clothing, supplies, liquid assets



Savings Short-term (purchases in near term)
Mid-term (loss of job or illness)
Long-term (college for children, missions, retirement)
Protect investments - diversify, risk tolerance,
Use interest as a tool not a taskmaster! "Thems that understands it, receives it; them that don't, pays it!"
Liquid assets - easily disposed of during economic stress (investments, securities, commodities)
Non-liquid assets that could be disposed of (usually at loss) (car, furniture, boat, pets, retirement funds)

Debt Reduction Debt is bondage - rarely is it a good financial tool.
Establish a debt reduction schedule and stick to it. Get out of debt as quickly as possible.
Stop digging the debt pit deeper!

Education College degree - both spouses if possible. All children if possible.
Up to date resume.
Night classes - enhance or learn new skills.
Become "PC Savvy". Learn word, spreadsheet, database, presentation software skills
Continuing education throughout life
Teach children self reliance, thrift and financial management



Professional Networking to find employment opportunities
BYU School of Management Society (open to all)
Internet : Moster.com and many other employment sites

Family Use family resources and counsel
Parents, siblings, friends
Caution to not develop overdependence

Church Resources Employment center: list of jobs, assistance with resumes, counseling
Provident Living website - filled with great ideas and tools for employment, household

Government or Church Financial Assistance
Use as last resort - promotes dependence if not careful

Retirement Funding

Assumptions: Require 75% of current income level
 Retire at age 65
 Life expectancy 85
 No inheritance to pass on to children
 Social Security is still functioning



Current income	\$ 100,000	\$ 50,000
Social security *	18,000	12,000
Savings or pension plan	57,000	25,500
Total retirement income	75,000	37,500

Nest egg needed @ age 65 to have 75% of current income

@ investment rate	4%	785,000	350,000
@ investment rate	6%	650,000	290,000



Annual savings required to achieve nest egg @ age 65

for nest egg @ age 65 of \$700,000

current investment rate	4%	6%
if start @ age 25	\$ 6,880	\$ 4,120
if start @ age 30	8,850	5,710
if start @ age 35	11,570	8,020
if start @ age 40	15,500	11,500
if start @ age 45	21,470	17,000
if start @ age 50	31,450	26,480
if start @ age 55	50,900	45,400

next egg @ age 65 of \$325,000

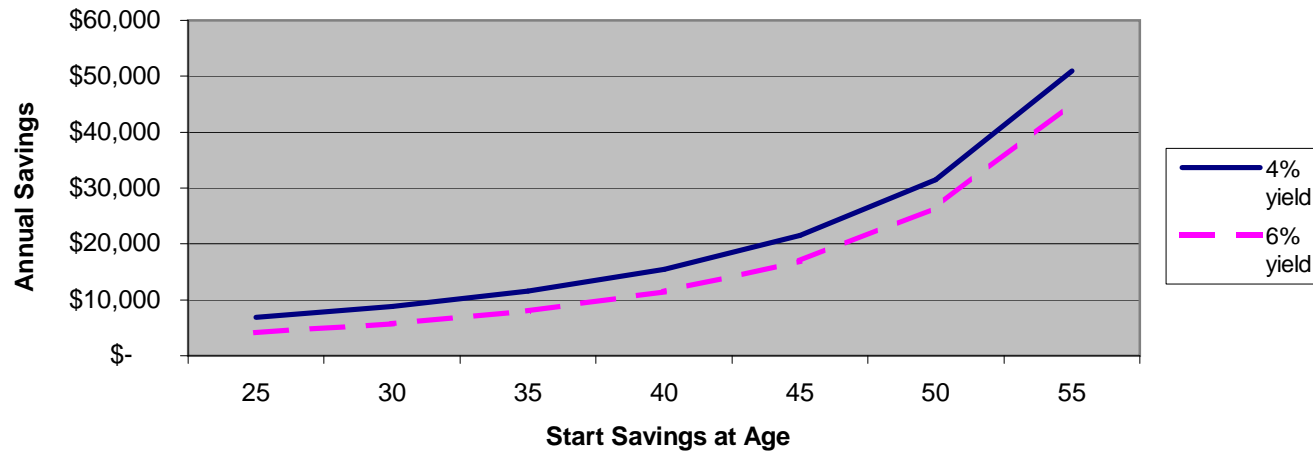
4%	6%
\$ 3,190	\$ 1,920
4,110	2,650
5,380	3,730
7,200	5,340
9,970	7,890
14,600	12,300
23,630	21,080

* assumes adequate credits accumulated or otherwise qualified

Conclusion: START EARLY !!



Annual Savings for \$700,000 Nest Egg at Age 65



For \$700,000 Nest Egg @ Age 65

Start Date	4% yield	6% yield
25	\$ 6,880	\$ 4,120
30	\$ 8,850	\$ 5,710
35	\$ 11,570	\$ 8,020
40	\$ 15,500	\$ 11,500
45	\$ 21,470	\$ 17,000
50	\$ 31,450	\$ 26,480
55	\$ 50,900	\$ 45,400

For \$325,000 Nest Egg @ Age 65

Start Date	4% yield	6% yield
25	3,190	1,920
30	4,110	2,650
35	5,380	3,730
40	7,200	5,340
45	9,970	7,890
50	14,600	12,300
55	23,630	21,080

Debt Reduction Schedule

Assumptions:	Type of debt	Interest %	Balance	Mth Payment	# Pymt	Total Interest	Revsd Interest	Interest Saved
	Credit card 1	18%	5,000	147	48	2,047	550	1,497
	Credit card 2	15%	6,000	167	48	2,015	1,176	839
	Car	8%	15,000	428	40	2,141	1,865	276
	2nd mortgage	8%	20,000	323	80	5,880	3,888	1,992
	1st mortgage	7%	100,000	1,161	120	39,335	27,996	11,339
	Total Payments			2,227		51,418	35,475	15,943
	Income (33% fixed payments)			80,974				

Assumes available monthly payment = \$2,500 (~10% more than now)

Assumes no additional debt incurred

Repay the highest interest debt first with the extra monthly commitment

Results: 1) saves \$16k interest

2) debt free in 6 v 10 years

Month	CC 1 - 18%	CC 2 - 15%	Car	2nd Mortg	1st Mortg	Total
1	420	167	428	323	1,161	2,500
2	420	167	428	323	1,161	2,500
3	420	167	428	323	1,161	2,500
4	420	167	428	323	1,161	2,500
5	420	167	428	323	1,161	2,500
6	420	167	428	323	1,161	2,500
7	420	167	428	323	1,161	2,500
8	420	167	428	323	1,161	2,500
9	420	167	428	323	1,161	2,500
10	420	167	428	323	1,161	2,500
11	420	167	428	323	1,161	2,500
12	420	167	428	323	1,161	2,500
13	420	167	428	323	1,161	2,500
14	89	498	428	323	1,161	2,500
15		587	428	323	1,161	2,500
16		587	428	323	1,161	2,500
17		587	428	323	1,161	2,500
18		587	428	323	1,161	2,500
19		587	428	323	1,161	2,500
20		587	428	323	1,161	2,500
21		587	428	323	1,161	2,500
22		398	618	323	1,161	2,500
23			1,016	323	1,161	2,500
24			1,016	323	1,161	2,500
25			1,016	323	1,161	2,500
26			1,016	323	1,161	2,500
27			1,016	323	1,161	2,500
28			1,016	323	1,161	2,500
29			1,016	323	1,161	2,500
30			147	1,192	1,161	2,500
31				1,339	1,161	2,500
32				1,339	1,161	2,500
33				1,339	1,161	2,500
34				1,339	1,161	2,500
35				1,339	1,161	2,500
36				1,339	1,161	2,500
37				1,339	1,161	2,500
38				1,339	1,161	2,500
39				1,339	1,161	2,500
40				1,248	1,252	2,500
41					2,500	2,500
42					2,500	2,500
43					2,500	2,500
44					2,500	2,500
45					2,500	2,500
46					2,500	2,500
47					2,500	2,500
48					2,500	2,500
49					2,500	2,500
50					2,500	2,500
51					2,500	2,500
52					2,500	2,500
53					2,500	2,500
54					2,500	2,500
55					2,500	2,500
56					2,500	2,500
57					2,500	2,500
58					2,500	2,500
59					2,500	2,500
60					2,500	2,500
61					2,500	2,500
62					2,500	2,500
63					2,500	2,500
64					2,500	2,500
65					2,500	2,500
66					2,500	2,500
67					2,500	2,500
68					2,500	2,500
69					2,500	2,500
70					2,500	2,500
71					2,500	2,500
72					2,500	2,500
73					1,435	1,435



Small additional consistent payment. But large impact due to effects of compounding and timing.

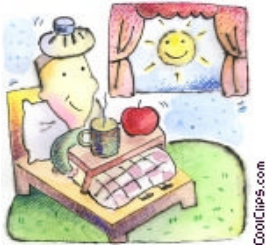


Family Name: _____

Goals Regarding Means and Reserves

Description of Goal	Completion Date	First Required Action
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____

Describe five goals regarding reserves (food storage, savings, stronger balance sheet, etc.)
Write the desired completion date. Write the first action required to complete this goal.



INSURANCE

& RISKS



Annual Family Risk and Mitigation Strategy Analysis

Some Potential Risks to Consider

Potential Risks	Mitigation Strategy
Employment Layoff or downsizing Corporate scandals Competition Skill obsolescence Industry outdated	develop portable marketable skills be aware of corporate and public news releases be aware of corporate and public news releases continuing education develop other marketable skills
Transportation Sustained high gas prices Car failure Commuting in traffic - road rage	own fuel efficient cars maintain car, warranty, AAA defensive driving
Death Termination of principal income source Care of children	both spouses should develop marketable skills (even though one stays home) wills, trust, communication with siblings or relatives who would care for them
Health Risk of stroke, heart attack, diabetes Risk of inadequate health coverage Risk of inaccessible health protection	exercise, eat properly, reduce stress review coverage annually and change as needed employment with company offering health coverage, savings, exercise
Investment Concentration (aggregation) of risks Global market issues	stick to a definite investment strategy - diversify risks be aware of news and adjust portfolio
Disability Car injury Work injury Disease (Parkinson's, Alzheimer) Stroke or heart failure	health insurance, savings, other spouse skills health insurance, savings, other spouse skills exercise, health insurance, savings, other spouse skills exercise, diet, health insurance, savings, other spouse skills
Retirement Failure to save adequate nest egg Failure of social security Failure of company pension funds Inflation Risk of outliving retirement nest egg	start early and use power of interest compounding start personal savings early start personal savings early continue part-time working after retirement
Taxes IRS assessments Estate taxes	be aware of tax laws for major transactions pay taxes as required develop estate planning early to minimize tax impact
Indebtedness Inability to repay Stress from excessive debts	Reduce debts as quickly as possible Have debt reduction plan and stick to it
Loss of Assets Identity theft Fire Litigation Car wreck Tornado, hail, hurricane	shred documents, reconcile accounts property insurance, savings umbrella insurance, savings car insurance, savings property insurance, 72 hour kit, savings



CONCLUSION: KNOW & UNDERSTAND YOUR FAMILY'S RISK EXPOSURES. TAKE APPROPRIATE MITIGATION STEPS.

Family Name: _____

Annual Evaluation of Risks and Mitigation Strategies

Description of Risk	Frequency of Risk	Severity of Risk	Mitigation Strategy
1 _____	_____	_____	_____
2 _____	_____	_____	_____
3 _____	_____	_____	_____
4 _____	_____	_____	_____
5 _____	_____	_____	_____

Describe 5 financial risks that your family faces.

Evaluate each risk frequency as "High" "Moderate" "Low" (how often will this type of risk occur?)

Evaluate each risk severity as "High" "Moderate" "Low" (how devastating will the risk be?)

First address mitigation strategies for risks that have both high frequency AND high severity.
Then address mitigation strategies for risk in either the high frequency or high severity category.

Family Name: _____

Insurance and Risks Management Goals

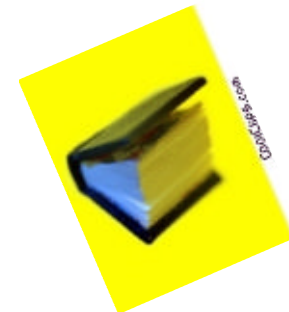
Description of Goal	Completion Date	First Required Action
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____

Write the desired completion date. Write the first action required to complete this goal.



LEGAL &

DOCUMENTS



Family Financial Documents

Legal

Will for both spouses
Living Wills
Trusts
Home purchase documents (title, mortgage, appraisals)
Titles to cars and other significant assets
Adoption, marriage, divorce, death certificates



Insurance

Life list of policies (numbers, amounts, agent contact info)
Health
Home
Disability
Auto
Umbrella

Funeral

Burial plots contact info for cemetery, funeral home
Instructions for your final needs
Outline of funeral services
Prepaid funeral services
List of people to notify and contact info
Draft obituary



Balance Sheet

Needed for preparing estate documents
Lists of all bank accounts, numbers, balances
List of all investments (where, amounts, contact info)
List of all debts

Tax Returns

Copies of last 3 - 5 years federal income tax returns
Copies of W-2s, Form 1099s, Form 1098, Itemized deductions detail
Real Property tax payments and invoices



Storage Media

Hard copy (paper). Keep in safe place. Electronic storage media changes every 10 years.
Soft copy (electronic). Keep encrypted, use passwords, backup frequently

Family Name: _____

Legal and Documentation Goals



Description of Goal	Completion Date	First Required Action
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____

Write the desired completion date. Write the first action required to complete this goal.

PROFICIENCY &



EDUCATION

PROFICIENCY AND EDUCATION

Continuing Education in Chosen Field

Most professional fields require certain number of hours each year
Keep up with trends in your profession. Learn new requirements

Read Rather Than Watching TV or Playing Video Games

Financial section of newspapers (Dallas Morning News, Wall Street Journal - copies in public libraries)
Articles in financial magazines

Investments

Learn about investment strategies (risk, diversification, compounding, balance)
Learn about your company's retirement plans (401k, pension, nonqualified, ESOP)

Plano Parks and Recreation: Continuing Education Classes

Classes cost \$5 to \$25. Qualified instructors. Great basic level instruction. Usually 1 or 2 night sessions.

7 Secrets to buying a home, new or used

Estate planning for non-millionaires

Financial awareness for women

Financial planning

How to invest in mutual funds

New rules for retirement

Bicycle maintenance and repair

Protecting your life's savings

Maximizing your homeowner's insurance

Refinancing - advantages & disadvantages

Retirement planning

Spend less on groceries

Sewing for the home and family

Auto health care

Continuing Education Classes Towards Degree

Can earn degree over long-term while working during day

Collin County Community College

SAIL (Seniors Active In Learning) over 50 classes - very inexpensive at CCCD)

SMU Continuing Education

SMU MBA at night program

BYU Continuing Education over the internet

Phoenix University

Learn to Use Computer

Must develop basic computer skills used in nearly all business environments

Microsoft: Excel (spreadsheets), Word (documents), PowerPoint (presentations), Access (database)

Apple: comparable products but not widely used in business world

Most programs have lots of helps and are intuitive

Internet

Learn how to mine data from the internet

Google and other search engines

Discipline and protect yourself against distractions and dangers

Family Name: _____

Proficiency and Education Goals

Description of Goal	Completion Date	First Required Action
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____

Write the desired completion date. Write the first action required to complete this goal.



SUMMARY AND



ACTION PLANS



FAMILY FINANCIAL PREPAREDNESS KEY WORDS

F a i t h & a t t i t u d e

A n a l y s i s & p l a n

M e a n s & r e s e r v e s

I n s u r a n c e & r i s k s

L e g a l & d o c u m e n t s

P r o f i c i e n c y & e d u c a t i o n

Family Name: _____

Top Five Financial Goals

Description of Goal	Completion Date	First Required Action
F AITH AND ATTITUDE 1 _____	_____	_____
A NALYSIS AND PLAN 2 _____	_____	_____
M EANS AND RESERVES 3 _____	_____	_____
I NSURANCE AND RISKS 4 _____	_____	_____
P ROFICIENC Y AND EDUCATION 5 _____	_____	_____

Select only one goals for each area to work on. Write the desired completion date. Write the first action required to complete this goal.