

PRE-WORK INSTRUCTIONS

Six forms are included in the pre-work to help you prepare for the *Good Sense Budget Course*. Please allow plenty of time prior to attending the course to gather the information and to complete each form. Instructions to help you complete each form are listed below.

Goals to Achieve this Year

Make it a priority to reflect on your financial goals. If you are married, make time to discuss financial goals with your spouse. These goals will become the basis for shaping your Spending Plan, and they will provide motivation for following through on your decisions in the months ahead.

What I Owe

As you fill out the second column (Amount) of this section, use the total balance due on each item.

What I Own

These sections are optional, but we encourage you to fill them out so you can calculate a simplified version of your "net worth." Consider that the value of things you own should be the amount you would expect to get if you sold the items.

Gift List

Here's an often overlooked or underestimated part of spending. Write the names of individuals you will be purchasing gifts for in the coming year. Remember to include cards, postage at Christmas, parties, etc. You may wish to include some money for as yet unannounced weddings, etc.

What I Spend

Gather as much information as you can to determine a monthly average for expenses in each category. Going through your checkbook and your credit card bills for the past year will probably be helpful. Be sure to include periodic expense items such as auto insurance, taxes, etc., that may not be paid on a monthly basis. If you have not kept records in the past, some of the categories may be difficult to estimate. Give it your best

shot, recognizing that if you don't have records showing how much you're spending in a particular area, the amount is probably more than you think it is!

The Income figures at the top of the page should be your take-home pay after taxes and other deductions. Make a note of any deductions (such as medical insurance, retirement, etc.). Where those items occur under expenses, enter the notation "payroll deduction." If your income varies from month to month, use a conservative monthly estimate based on the last two or three years' earnings. Referring back to your income tax records could be helpful in making this determination. Remember, you are looking for after-tax, take-home income.

Money Motivation Quiz

This is an optional exercise that will provide insightful information on your behavior regarding money. If you are married, two copies of the quiz are provided so you and your spouse can both take the quiz. Answers are included on the back of the quiz. No fair peeking before you answer the questions!

GOALS TO ACHIEVE THIS YEAR

Please allow adequate time to give serious consideration to your goals. Carefully considered, realistic goals—that flow out of what’s really important to you—are powerful motivators. That motivation will be very helpful to you in following through on the steps necessary to achieve your goals.

OVERALL GOAL

My overall goal in attending this course is:

SPECIFIC GOALS TO ACHIEVE

Check the appropriate boxes and write in any details on the lines to the right of each item.

- Pay off debt: _____
- Save for a major purchase (home, car, other): _____
- Save for a dream vacation: _____
- Save for emergencies: _____
- Save to replace items that may wear out
(major appliances, home repairs, car): _____
- Save for college expenses: _____
- Save for retirement: _____
- Increase my giving to the church: _____
- Increase other giving: _____
- Other: _____
- Other: _____
- Other: _____

What I Own (optional)	
I Own (assets)	Amount
Checking Account	
Savings Account	
Other Savings	
Insurance (cash value)	
Retirement	
Home (market value)	
Auto (market value)	
Second Auto (market value)	
Money Owed to Me	
Other	
Other	
Total of All I Own	

What I Owe			
I Owe (liabilities)	Amount	Minimum Monthly Payment	Interest Percentage
Mortgage (current balance)			
Home Equity Loans			
Credit Cards			
Car Loans			
Education Loans			
Family/Friends			
Other			
Total of All I Owe			

Net Worth (optional)

Total of All I Own – Total of All I owe = Net Worth (linearily terms, not God's!)*

_____ = _____

*Never confuse your self-worth with your net worth. In God's eyes each one of us is of infinite worth.

GIFT LIST

List the names of those you for whom you buy gifts and the amounts you typically spend on each occasion.*

Name	Birthday	Christmas	Anniversary	Other
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
Total				

GRAND TOTAL \$ _____ MONTHLY AVERAGE (Total ÷ 12) = \$ _____
(of all columns)

*You may wish to also include the cost of holiday decorations, entertaining, etc.

What I Spend

EARNINGS/INCOME PER MONTH	TOTALS	
Salary #1 (net take-home) _____		
Salary #2 (net take-home) _____		
Other (less taxes) _____		
TOTAL MONTHLY INCOME	\$ _____	
% GUIDE		
1. GIVING	\$ _____	
Church _____		
OTHER CONTRIBUTIONS _____		
2. SAVING 5-10%	\$ _____	
EMERGENCY _____		
REPLACEMENT _____		
LONG TERM _____		
3. DEBT 0-10%	\$ _____	
CREDIT CARDS:		
VISA _____		
Master Card _____		
Discover _____		
American Express _____		
Gas Cards _____		
Department Stores _____		
EDUCATION LOANS _____		
OTHER LOANS:		
Bank Loans _____		
Credit Union _____		
Family/Friends _____		
Other _____		
4. HOUSING 25-38%	\$ _____	
MORTGAGE/TAXES/RENT _____		
MAINTENANCE/REPAIRS _____		
UTILITIES:		
Electric _____		
Gas _____		
Water _____		
Trash _____		
Telephone/Internet _____		
Cable TV _____		
Other _____		
5. AUTO/TRANSP. 12-15%	\$ _____	
CAR PAYMENTS/LICENSE _____		
GAS & BUS/TRAIN/PARKING _____		
OIL/LUBE/MAINTENANCE _____		
6. INSURANCE (Paid by you) 5%	\$ _____	
AUTO _____		
HOMEOWNERS _____		
LIFE _____		
MEDICAL/DENTAL _____		
Other _____		
7. HOUSEHOLD/PERSONAL 15-25%	\$ _____	
GROCERIES _____		
CLOTHES/DRY CLEANING _____		
GIFTS _____		
HOUSEHOLD ITEMS _____		
PERSONAL:		
Liquor/Tobacco _____		
Cosmetics _____		
Barber/Beauty _____		
OTHER:		
Books/Magazines _____		
Allowances _____		
Music Lessons _____		
Personal Technology _____		
Education _____		
Miscellaneous _____		
8. ENTERTAINMENT 5-10%	\$ _____	
GOING OUT:		
Meals _____		
Movies/Events _____		
Baby-sitting _____		
TRAVEL (VACATION/TRIPS) _____		
OTHER:		
Fitness/Sports _____		
Hobbies _____		
Media Rental _____		
Other _____		
9. PROF. SERVICES 5-15%	\$ _____	
CHILD CARE _____		
MEDICAL/DENTAL/PRESC. _____		
OTHER:		
Legal _____		
Counseling _____		
Professional Dues _____		
10. MISC. SMALL CASH EXPENDITURES 2-3%	\$ _____	
TOTAL EXPENSES	\$ _____	

* This is a % of total monthly income. These are guidelines only and may be different for individual situations. However, there should be good rationale for a significant variance.

TOTAL MONTHLY INCOME	\$ _____
LESS TOTAL EXPENSES	\$ _____
INCOME OVER/(UNDER) EXPENSES	\$ _____

MONEY MOTIVATION QUIZ

Directions

For each of the fourteen questions below, circle the letter that best describes your response.

1. Money is important because it allows me to . . .
 - a. Do what I want to do.
 - b. Feel secure.
 - c. Get ahead in life.
 - d. Buy things for others.
2. I feel that money . . .
 - a. Frees up my time.
 - b. Can solve my problems.
 - c. Is a means to an end.
 - d. Helps make relationships smoother.
3. When it comes to saving money, I . . .
 - a. Don't have a plan and rarely save.
 - b. Have a plan and stick to it.
 - c. Don't have a plan but manage to save anyway.
 - d. Don't make enough money to save.
4. If someone asks about my personal finances, I . . .
 - a. Feel defensive.
 - b. Realize I need more education and information.
 - c. Feel comfortable and competent.
 - d. Would rather talk about something else.
5. When I make a major purchase, I . . .
 - a. Go with what my intuition tells me.
 - b. Research a great deal before buying.
 - c. Feel I'm in charge—it's my/our money.
 - d. Ask friends/family first.
6. If I have money left over at the end of the month, I . . .
 - a. Go out and have a good time.
 - b. Put the money into savings.
 - c. Look for a good investment.
 - d. Buy a gift for someone.
7. If I discover I paid more for something than a friend did I . . .
 - a. Couldn't care less.
 - b. Feel it's okay because I also find bargains at times.
 - c. Assume they spent more time shopping, and time is money.
 - d. Feel upset and angry at myself.
8. When paying bills, I . . .
 - a. Put it off and sometimes forget.
 - b. Pay them when due, but no sooner.
 - c. Pay when I get to it, but don't want to be hassled.
 - d. Worry that my credit will suffer if I miss a payment.
9. When it comes to borrowing money I . . .
 - a. Simply won't/don't like to feel indebted.
 - b. Only borrow as a last resort.
 - c. Tend to borrow from banks or other business sources.
 - d. Ask friends and family because they know I'll pay.
10. When eating out with friends I prefer to . . .
 - a. Divide the bill proportionately.
 - b. Ask for separate checks.
 - c. Charge the bill to my bankcard and have others pay me.
 - d. Pay the entire bill because I like to treat my friends.
11. When it comes to tipping I . . .
 - a. Sometimes do and sometimes don't.
 - b. Just call me Scrooge.
 - c. Resent it, but always tip the right amount.
 - d. Tip generously because I like to be well thought of.
12. If I suddenly came into a lot of money, I . . .
 - a. Wouldn't have to work.
 - b. Wouldn't have to worry about the future.
 - c. Could really build up my business.
 - d. Would spend a lot on family and friends and enjoy time with them more.
13. When indecisive about a purchase I often tell myself . . .
 - a. It's only money.
 - b. It's a bargain.
 - c. It's a good investment.
 - d. He/she will love it.
14. In our family . . .
 - a. I do/will handle all the money and pay all the bills.
 - b. My partner does/will take care of the finances.
 - c. I do/will pay my bills and my partner will do the same.
 - d. We do/will sit down together to pay bills.
15. Bonus question: Describe how money was handled in your family of origin. Who managed the family budget? Was that person a spender or a saver? Which are you?

Score: Tally your answers to questions one through fourteen by the letter of your answer:

- | | |
|----------|----------|
| a. _____ | c. _____ |
| b. _____ | d. _____ |

To understand your results, see the explanation on the back of this page.

UNDERSTANDING THE RESULTS OF YOUR MONEY MOTIVATION QUIZ

Money means different things to different people based on a variety of factors such as temperament and life experiences. Often the meaning of money and the way it motivates us is subtle and something we are not always aware of.

This simple quiz is designed to give you an indication of how strongly you are influenced by the following money motivations: Freedom, Security, Power, and Love. None are inherently good or bad, although each certainly has its dark side.

The key to your money motivation is reflected in the relative number of a, b, c, or d answers.

“A” answers indicate that money relates to **Freedom**. To you money means having the freedom to do what you like.

“B” answers indicate that money relates to **Security**. You need to feel safe and secure and you desire the stability and protection that money supposedly provides.

“C” answers indicate that money relates to **Power**. Personal success and control are important to you, and you appreciate the power money sometimes provides.

“D” answers indicate that money relates to **Love**. You like to use money to express love and build relationships.

One of the keys to managing money wisely is to understand our relationship to it. We hope this exercise gives you some helpful insights. You may wish to share your scores with your spouse or a friend and discuss whether their perceptions of your money motivations are consistent with your scores.