



# Personal Finances Best Practices Worksheet

## How to Use This Worksheet

1. Take the [Personal Finances assessment survey](#) and get your Financial Health score. If you are married, invite your spouse to take the survey. Share your PDF survey results with each other and discuss areas where you want to improve your financial health. If you are single, ask a trusted friend to do this with you.
2. Download the [Personal Finances planning calendar](#) and identify the areas where you want to most improve your financial health over the next six months. If you would like to experience significant results from these Best Practices resources, take the [Personal Finances online training course](#).
3. Pick a 30-40 day [generosity devotional](#) to go through each day with your spouse or trusted friend.
4. Review the Best Practices resources below and determine which practices you can begin to add to your household in the coming months. Decide which resources you will research further and if applicable, which ones your spouse will work on.
5. Schedule a 90-minute block of time each month when you and your spouse or trusted friend can review resources and work on plans to move forward.
6. Add a monthly reminder to review and monitor your progress.

Many who have used these Best Practices have experienced significant breakthroughs in their family, finances and experiences with God.

FINANCIAL GOALS			
#	BEST PRACTICES	SUGGESTED RESOURCES (\$ = Cost involved.	
1	Bible-based and practical financial training (book, small group, workbook or course)	<a href="#">Manual: Live Free - 7 Steps to Financial Freedom</a> <a href="#">(Spanish) Live Free - 7 Steps to Financial Freedom</a> <a href="#">Compass1.org (\$)</a> <a href="#">Crown.org (\$)</a> <a href="#">DaveRamsey.com (\$)</a> <a href="#">God Owns It All (\$)</a> <a href="#">Book (\$): No Strings</a>	<a href="#">The Steward's Way</a> <a href="#">Book (\$): GodIsYourProvider.com(\$)</a> <a href="#">GiveWithJoy.org</a>
2	Develop a workable written budget/spending plan to live within (or below) your means	<a href="#">AICPA Financial Literacy Budgeting</a> <a href="#">Video: How Do I Create a Budget or a Spending Plan? (2m)</a> <a href="#">Calculator: Create a Customized Budget/Spending Plan</a> <a href="#">Checklist: Steps to Making a Budget/Spending Plan</a>	<a href="#">Charts: How Much to Spend Based on Your Income?</a> <a href="#">Audio: Experience God-Given Provisions (11m)</a> <a href="#">Audio: Choose to Live Within Your Means (13m)</a>
3	Financial software or a system to faithfully monitor and track income/expenses at least once a month	<a href="#">Software (Free &amp; \$): Dave Ramsey Every Dollar Budget</a> <a href="#">Google: Best Free Software for Personal Finances</a>	<a href="#">Google: Best Personal Finance Software</a> <a href="#">App: What Are All Your Account Balances Right Now?</a>
4	Have researched the salary ranges for your professions and positions	<a href="#">Check With Your Denomination for Help and Resources</a> <a href="#">Data: Salary Data &amp; Career Research Center</a> <a href="#">Data: Bureau of Labor &amp; Statistics</a>	<a href="#">Google Search: Pastor &amp; Church Staff Salaries</a> <a href="#">Website: Ministry Pay Research – Over 100 Church Positions</a> <a href="#">Manual (\$): Compensation Handbook for Church Staff</a>
5	Develop financial goals for the next 1, 3, 5, 10+ years	<a href="#">AICPA Financial Literacy Goals</a> <a href="#">Video: Why Should We Set Financial Goals? (2m)</a> <a href="#">Video: How Do You Set Financial Goals? (2m)</a> <a href="#">Video: What Financial Goals Should I Set? (2m)</a> <a href="#">Video: Is There a Right \$ Lifestyle for a Christian? (2m)</a> <a href="#">Video: How Much is Enough? (2m)</a>	<a href="#">Video: Handling Different Goals Between Spouses? (2m)</a> <a href="#">Video: Why Don't People Set Financial Goals? (2m)</a> <a href="#">Manual: Live Free - 7 Steps to Financial Freedom</a> <a href="#">Webinar: Financial Planning Steps to Go Through</a> <a href="#">Video: Tips for Goal Setting (3m)</a>

6	Helpful financial resources and trusted advisor/s to help with financial decisions	<a href="#">Videos: Financial &amp; Tax Guidance for Clergy</a> <a href="#">Book (\$): Zondervan Ministers Tax &amp; Financial Guide</a> <a href="#">Video: What to Look for in a Financial Advisor? (4m)</a>	<a href="#">Video: How to Find Info on a Financial Advisor? (1m)</a> <a href="#">Video: How to Know if a Financial Advisor is Trustworthy?</a> <a href="#">Vendors: Suggested Sources for Financial Advisors</a>
7	Free credit score and report	<a href="#">AICPA Financial Literacy Credit Score</a>	
8	Know your net worth and update it at least once a year	<a href="#">Excel Spreadsheet: What is Your Net Worth Right Now?</a>	
9	Current and legally-binding will and estate plan	<a href="#">C&amp;MA Biblical Estate Planning Assistance</a> <a href="#">Christian Trustmaker: Wills and Trusts</a>	
10	Know each other's financial personality/temperament	<a href="#">Survey: 5 Different Money Personalities</a>	
11	Know what to do on a monthly, quarterly and annual basis to improve our financial health	<a href="#">Checklist: What to Do on a Monthly, Quarterly, and Annual Basis to Improve Your Financial Health</a>	
12	Research and practice ways to make extra income	<a href="#">Article: 101 Ways to Make Extra Money Online</a> <a href="#">Article: 5 Ways Pastors Can Make Extra Money</a> <a href="#">Audio: Advantages of Bi-vocational Pastors and Staff (21m)</a> <a href="#">eBook: Become an Online Content Expert and Make Money</a> <a href="#">Article: Ministers and Working Spouses</a>	<a href="#">Article: Finding the Perfect Second Job for a Pastor</a> <a href="#">Article: Eight Reasons to be a Bi-vocational Pastor or Staff</a> <a href="#">Article: Easy Ways to Make Money Selling Things Online</a> <a href="#">Web: Work from Home Moonlighter's Guide (50+ Sources)</a>
<b>LIFESTYLE EXPENDITURES</b>			
13	Faithfully give to God as first financial priority	<a href="#">App: 40 Day Generous Life Bible Devotional</a> <a href="#">Article: Count Your Blessings – Pathway to Provisions &amp; Joy</a>	<a href="#">Videos: Wise Giving Q&amp;A Video Series (1-2 mins each)</a> <a href="#">Video: True "Tither's Support Group" Story (6m)</a>
14	Affordable place to live (mortgage payment or rent 20-25% of your paycheck/s)	<a href="#">Charts: How Much to Spend Based on Your Income?</a> <a href="#">Video: Should I Get a Big House? (1m)</a>	<a href="#">Video: How Much Can I Afford to Pay for Housing? (1m)</a> <a href="#">Video: Important Factors in Taking Out a Mortgage (2m)</a>
15	No car payments	<a href="#">Video: Best Car for Me to Drive? (2m)</a> <a href="#">Video: New Car vs. Used Car? (2m)</a> <a href="#">Video: Should I Buy or Lease a Car? (2m)</a>	<a href="#">Video: Are Low-interest Rates on Cars a Good Idea? (1m)</a> <a href="#">Video: Stop Car Payments for Life &amp; Retire Rich (5m)</a>
16	Be "in agreement" when making purchases or financial decisions	<a href="#">Audio: Importance of Spouses Being in Agreement (13m)</a> <a href="#">Article: What to Do When Spouses Don't Agree on Money?</a>	<a href="#">Article: 3 Things Needed When You Don't Agree</a>
17	Pray together over financial needs and decisions	<a href="#">Audio: The Spiritual Power of Being in Agreement (13m)</a> <a href="#">Audio: The Difference Between Provisions and Money (7m)</a>	<a href="#">Audio: Great Needs Are Opportunities for God to Work (4m)</a>
18	Understand "God is bigger than money" and that he has many ways to provide	<a href="#">Audio: God is Bigger Than Money (7m)</a> <a href="#">Article: Count Your Blessings – Pathway to Provisions &amp; Joy</a> <a href="#">Article: God's Creative Provisions</a>	<a href="#">Audio: The Wealth of the Sinner (11m)</a> <a href="#">Audio: Treasures of Darkness (7m)</a>
19	Find ways to save money and get the best deals	<a href="#">Article: Biblical Insights for Godly Lifestyle Adjustments</a> <a href="#">Articles: Dave Ramsey Blog</a>	<a href="#">Articles Subscription: Mary Hunts Money Saving</a> <a href="#">Article: 7 Places to Find Free or Long Lost Money</a>
20	Train children in financial matters	<a href="#">AICPA Financial Literacy Kids and Money</a> <a href="#">Article: Age-Based Ways to Teach Your Kids About Money</a>	<a href="#">Article: 4 Tips for Raising Generous Kids</a>
<b>DEBT &amp; BORROWING</b>			
21	Have a clear understanding of the dangers of debt	<a href="#">Article: 20 Symptoms of Financial Bondage</a> <a href="#">Video: What are the Dangers of Debt? (5m)</a>	<a href="#">Video: What are the Spiritual Dangers of Debt? (2m)</a> <a href="#">Video: How Does Overspending Reduce Future Lifestyle?(1m)</a>
22	Understand timeless rules about borrowing	<a href="#">Video: What are the Three Rules for Borrowing Money?(4m)</a> <a href="#">Video: What is a Biblical View of Debt? (2m)</a>	<a href="#">Video: What is Good Debt vs. Bad Debt? (3m)</a>

23	Have a systematic plan to pay off any unpaid bills, loans, and credit cards and know how to avoid debt in the future	<a href="#">AICPA Financial Literacy Debt</a> <a href="#">Article: Govt Program for Ministers to Pay Off Student Loan</a> <a href="#">Video: How Do I Get Out of Credit Card Debt? (2m)</a> <a href="#">Video: Best Investment Ever: Pay Off Credit Cards (1m)</a> <a href="#">Video &amp; Excel Spreadsheet: Debt-payoff Calculator</a> <a href="#">Audio: Trusting Christ More than Credit (8m)</a>	<a href="#">Calculator (\$): Make a Plan to Pay Off ALL Your Debts</a> <a href="#">Articles: Dave Ramsey Ideas for Getting Out of Debt</a> <a href="#">Vendor (\$): Christian Agency - Debt Consolidation</a> <a href="#">Vendor (\$): Attorney Renegotiation of Debts</a> <a href="#">Calculator: How to Accelerate Your Debt Payoff Plan</a>
<b>SAVINGS – INSURANCE - INVESTING – RETIRING</b>			
24	Minimum of a \$1,000 in an emergency savings fund	<a href="#">Article: 9 Ways to Build Your Emergency Fund</a> <a href="#">Article: What is the 10-10-80 Financial Plan</a>	<a href="#">Article: Automate Savings for Your Best Money Year Ever</a>
25	Clear understanding between the difference of savings vs. investing and practicing both	<a href="#">Video: The Difference Between Saving vs. Investing? (2m)</a> <a href="#">Video: Is Long or Short Term Savings More Important? (4m)</a>	<a href="#">Manual: 7 Keys to Christian Investing</a> <a href="#">Webinar: Investment Basics 101 (39m)</a>
26	Regularly put money into savings for future expenses, purchases, and life events	<a href="#">Article: The Secret to Saving Money</a> <a href="#">Chart: How Much is 3-6 Months of Emergency Savings?</a>	<a href="#">Video: Eliminate Car Payments for Life and Retire Rich</a> <a href="#">Google Search: 100 Ways to Save Money</a>
27	Affordable health insurance coverage available to address our family's medical needs	<a href="#">Alliance Benefits</a>	
28	Review insurance needs and pricing (life, disability, car, home, etc.) with a trusted financial company or advisor and have affordable and adequate coverage (example: term insurance at least 10x's the primary earner's annual salary)	Call Strategic Financial Partners (SFP), partner of the Alliance for an appointment at 866-963-1843 <a href="#">Alliance Benefits</a>	
29	Systematic plan to help our children with college, vocational training, or starting a business	<a href="#">Video: College is Getting Close and I Have No Savings</a> <a href="#">Webinar: Saving for Your Children's College (32m)</a> <a href="#">Article: 5 Ways to Pay for Your Children's College w/o Loans</a> <a href="#">Article: Ways to Get a College Degree Without Debt</a>	<a href="#">Article: 9 Lies Exposed About College Student Loans</a> <a href="#">Article: Helping Your Children into Adulthood</a> <a href="#">Article: Roth IRA or 529 Savings for College Savings?</a> <a href="#">Website: Vocational Training for Low-Income Young Adults</a>
30	Meet with a trusted financial professional to help with retirement planning and have put plans in place to help meet these needs	Call Strategic Financial Partners (SFP), preferred partner of the Alliance, for an appointment at 866-963-1843 <a href="#">Video: Will I Ever Have Enough to Retire?</a> <a href="#">Video: How Much is Enough for Retirement?</a> <a href="#">Webinar: Retirement Income Planning Seminar (38m)</a>	<a href="#">Calculator: Estimate Your Future Social Security Checks</a> <a href="#">Webinar: When Should I Start Receiving Soc. Security (32m)</a> <a href="#">Report: Pastors 5 Biggest Financial &amp; Tax Mistakes</a> <a href="#">Video: Tell me about IRAs, 401ks, and 403bs</a> <a href="#">Articles: Wisdom for Investing and Retirement</a>
31	Discussed and put lifestyle plans in place for our retirement years	Call Strategic Financial Partners (SFP), preferred partner of the Alliance, for an appointment at 866-963-1843 <a href="#">Webinar: Plan for Long-term Care &amp; Protect Savings (47m)</a>	<a href="#">Chart: Retirement Planning Life Expectancy</a> <a href="#">Survey: Based on Your Age Now, How Long Will You Live?</a>
32	Spouse and/or adult children have important needed information and clear instructions on what to do after I pass away	<a href="#">C&amp;MA Biblical Estate Planning Assistance</a> <a href="#">Video: The BIG 4 – Getting Your House in Order (53m)</a> <a href="#">Manual (\$): Because I Love You Legacy Organizer</a> <a href="#">Checklist: Household Financial Accounts</a> <a href="#">Form: Contact List of Service Providers and Professionals</a> <a href="#">Checklist: Where Important Documents Are Located</a> <a href="#">Charts: How to Fairly Distribute Possessions and Heirlooms</a>	<a href="#">Checklist: Seasonal Household to Do Items</a> <a href="#">List: How to Plan a Funeral for Yourself or a Loved One</a> <a href="#">List: Who to Notify When a Loved One Passes Away</a> <a href="#">Checklist: 40+ Things to Do After a Loved One Dies</a> <a href="#">Article: How to Have a Family Meeting on Estate Plans</a> <a href="#">Manual: Financial Guidance for New Widows</a>
33	Make end-of-this life wishes and estate plans that blesses others and honors the Lord's work through bequests	<a href="#">C&amp;MA Biblical Estate Planning Assistance</a> <a href="#">Article: What The Bible Says About End of Life Planning</a> <a href="#">Manual (\$): Because I Love You Legacy Organizer</a>	<a href="#">Manual (\$): 5 Wishes End-of-Life Medical Instructions</a> <a href="#">Article: Estate Planning Tips &amp; Tools for Effective Giving</a>