

Network to Work – Participant Guide

December 2023

Financial Literacy

Welcome! Don't Forget to Sign-In and turn in your JSAL & Cover Letter

Network to Work Lessons & Materials
are on the Participant Portal at:
[A4td.org / a4tdtraining](https://a4td.org/a4tdtraining)

Meeting Ground Rules:

- Silence your phones
- Maintain Confidentiality
- Listen to others
- Participate
- Use the Parking Lot

Introductions:

- Tell us your **name** and **job goal**.
- Share your favorite winter comfort food.

Financial Literacy

Please turn to page 3 of this packet for a resource guide & note sheet that accompanies the following video.

We will be watching a video guest speaker Matthew Eaton from JP Morgan Chase.

Resource Review

Please turn to page 4 of this packet to review the Savvy Saving Seniors Resource from the National Council on Aging

Celebrations

Housekeeping

Our Next Meeting is December _____, 2023 at _____

A4TD offices are closed Monday, December 25, 2023 and Monday, January 1st, 2023

Time Sheet Reminders:

1. In the “# of Hours at Host agency” column, enter 4 hours less than your regular schedule
2. In the “# of hours at Offsite Training” column, enter four hours
3. In the “Explanation of offsite training activities” column, write “Network To Work”
4. If taking a class write “Company or Instructor” providing the class AND “Title of Class”

*You cannot train more than 8 hours on any day, including a network to work day

*Always remember to print your name and host agency at the top of your timesheet

- Don't forget to total hours worked and carry it over to the “Total” column
- Don't forget dates & signatures!

The SCSEP Program Works if YOU work the Program!

- You are covered by A4TD **Workman's Comp** – if you are injured at the training site, you or your supervisor must **call us ASAP**.
- Please **also contact us** if you are sick or need to miss time at your host agency. With communication, you can flex your hours within a pay period and not lose pay.
- Because regulations state that we cannot pay you time off, we strive to minimize LOAs as much as possible.

Additional Job Training Now Available! – See Flyer on page!

Please share your experience with others – See Flyer on page!

Video Resource Sheet

Our Guest Speaker, Matthew Eaton, is the cousin of our Syracuse, NY A4TD Regional Coordinator. Matthew is the VP Community Manager at JP Morgan Chase. He's speaking to us today not in his bank role, but as a Financial Literacy Advisor & Teacher.

Video Points:

It's Never Too Late to Save

Change your Mindset

#1 Structure a Budget & Stick to It

- Your income **minus** your expenses **equals** disposable income
 - Fixed expenses: Rent or Mortgage, Transportation, Insurance, Phone
 - Variable expenses: Utilities, Groceries, Medical Expenses
 - Watching your "wants" – clothes, entertainment, eating out, vacations
 - Tips: Pack a Lunch, Bring your Coffee, Don't try to "Keep Up" with Others
 - Emergency Fund: Car Repairs, Illness, etc.
 - Savings
- 50% towards your expenses, 30% towards your "wants," 20% towards savings
- Pay Yourself (Savings) First

Notes:

Top 10 Things All Seniors Should Consider

1. **Current expenses:** When you aren't working anymore, every penny counts. Take the time to compile all of your current financial obligations (supplemental health insurance, prescription drug insurance, life insurance, etc.) and examine if you have the most cost-effective plan for you and if all plans are still relevant. Consult with a trusted information source before terminating plans. For instance, when assessing prescription drug plans, consider reaching out to your local State Health Insurance Assistance Program.
2. **Health insurance:** If you are enrolled in Medicare, you may be able to put more than \$100 back into your monthly Social Security check and minimize your premiums and copays by learning more about Medicare Savings Programs.
3. **Prescription drugs:** Extra Help and local prescription drug assistance programs can cut costs.
4. **Property taxes:** Legally whittle down your annual tax bill with help from local abatement, circuit rider, or work-off programs. On average, you can save \$500–\$2,000 annually with this assistance.
5. **Phones:** In many states, individuals over a certain age qualify for a free cell phone plan. Consider switching from a landline to a free mobile phone.
6. **Volunteering/community service:** Get paid to give back. The Senior Corps, Retired Senior Volunteer Program (RSVP), and Senior Community Service Employment Program (SCSEP) all provide paid stipends for service.
7. **Using your home to stay at home:** Learn more about timely and appropriate ways to leverage your home equity to stay independent.
8. **Senior discounts:** Many retailers offer discounts to older customers on certain days of the week. Try timing your purchases to take advantage of these discounts to save even more on regular monthly spending.
9. **Estate planning:** Must-have legal documents include a will for property-distribution decisions, a living will for health care decisions, and a durable power of attorney to designate a personal representative in the event of incapacity. Also consider a written plan for distributing untitled personal property (e.g., jewelry, furniture, and collectables) to heirs or charitable organizations to reduce confusion and family conflicts.
10. **More help:** Find out what other public benefits you may be eligible for by visiting [BenefitsCheckUp.org](https://www.benefitscheckup.org) or calling the Eldercare Locator at 800-677-1116.

What's your tip? What do you think every older adult should know?

Monthly Budget

My Income

Wages/Stipend Volunteerism \$ _____

Public Assistance \$ _____

Interest/Dividends \$ _____

Social Security \$ _____

Other \$ _____

Total Income \$ _____

My Expenses

Fixed Expenses

Rent/Mortgage \$ _____

Property Taxes/Insurance \$ _____

Car Payment \$ _____

Car Insurance \$ _____

Other Debt Payments \$ _____

Health Insurance \$ _____

Flexible Expenses

Savings \$ _____

Gas/Oil \$ _____

Electricity \$ _____

Water \$ _____

Telephone/Cell Phone \$ _____

Food \$ _____

Transportation/Gas \$ _____

Car Maintenance \$ _____

Personal Expenses \$ _____

Charity/Donations \$ _____

Other \$ _____

Total Expenses \$ _____

Spending Diary

For one week, keep track of the money that you spend each day.

Day	What did I spend money on today?
Sunday	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	

Top Budget Busters to Avoid

1. **ATM/bank fees**
2. **Misusing balance transfers**
3. **Retail store credit cards**
4. **Late payments**
5. **Procrastinating on creating an emergency fund:**
Learn small, concrete steps from Better Money Habits® for how to build an emergency fund. [Go.BofA.com/uxapf](https://www.bofa.com/uxapf)
6. **Handouts:** Some parents and grandparents give until there is nothing left. If you have a family that depends on your fixed income to bail them out of trouble, cut them off financially now. This is easier said than done for many people, but you can't let family take advantage of you until you are left without enough money to care for yourself.
7. **Financial scams:** If you receive an email request related to an inheritance or a transfer of money to help someone from a foreign country, do not reply or provide any personal information. Instead, forward the entire message, including the message's header, to the Federal Bureau of Investigation's Internet Crime Complaint Center ([ic3.gov](https://www.ic3.gov)). This is the government agency in charge of investigating these fraudulent activities, including the ones that originate in Nigeria and the UK.
8. **Poor credit rating:** Here are the numbers you always need to contact if your wallet, etc., has been stolen:
 - Equifax: 800-525-6285
 - Experian (formerly TRW): 888-397-3742
 - TransUnion: 800-680-7289
 - Social Security Administration (fraud line): 800-269-0271
9. **Fast food:** It may be a quick way to fill your stomach, but fast food is also a swift way to drain your budget. Buying groceries with that extra \$10 per fast food meal can stretch your budget and feed you for another day. Consider recipes for meals that can be cooked and prepared in 30 minutes or less.

The U.S. Department of Agriculture's [Nutrition.gov](https://www.nutrition.gov) site is a good place to start. It has a bank of recipes and other food-related information, such as nutrition by life stage and food safety. It also has links to additional meal-planning resources, such as SNAP-Ed for recipes that are healthy, thrifty, and easy to make.



ADVANCING WORKFORCE
DEVELOPMENT FOR
NATURE WORKERS
SINCE 1983



job goal!

Community Service
Host Agency Training

Specialized Offsite Training



Funding for classes NOW
Talk to your
RC & CMPA today!

- 1
 - Personal Care Aid Certification
 - Phlebotomy Credential
 - Pharmacy Tech Credential
 - Certified Nursing Assistant Credential
 Health Care
- 2
 - ServSafe Food Handler or Managerial Certification
 Food Service
- 3
 - Customer Service Certification
 Customer Service
- 4
 - Administrative Assistant Certification
 Admin Assistant
- 5
 - Child Development Associate Certification
 Childcare

All Training Tracks



Digital Literacy

A4TD Computer Mentors
One-on-one chromebook basics with a live A4TD participant-mentor

GetSetUp
Online Platform with live instructor options as well as recorded classes with chat support.

Tech4Tomorrow
Online real-time classes with live instructor.

KLS
Independent online study with webinar support

Local Classes
Tuition Support May Be Available
Please talk to your RC

To Watch an Introduction Video: https://youtu.be/tn1StqCHMhA?si=tt30-pD4g7L_846C

Stay Connected:

Go to A4TD.org and click on this symbol  Sign in as a4tdtraining (all lowercase, all one word)

Follow and Like A4TD on Facebook & LinkedIn



SCSEP Orientation

Are you a job seeker age 55+? We are looking for you!

The Senior Community Service Employment Program (SCSEP) provides **part time paid jobs training** at local nonprofits that helps people gain unsubsidized employment.

We will answer questions and help you complete an application on the spot!

All are welcome

Last Wednesday of each month at 9am (December 27, 2023)

The Zoom Meeting ID is 895 3712 4962

www.a4td.org / info@a4td.org

Can't make it? Contact us to learn more!

www.a4td.org / info@a4td.org LOCAL PHONE # / 800.439.3307

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Further Reading:

<https://financialliteracy.rocks/financial-literacy-for-seniors/>

<https://www.kiplinger.com/personal-finance/financially-insecure-older-adult-start-here-for-help>

<https://www.sciencedirect.com/science/article/pii/S0927538X20306934>

<https://www.takechargeamerica.org/financial-resources-for-the-unemployed/>