

CYGNET INSTITUTE OF PERSONAL FINANCIAL LITERACY

Personal Financial Literacy Training Catalog
2011

EMPLOYER OFFERINGS

Developed by



Delivered by



**Michigan Council
on Economic Education**

“Peace of mind comes when your life is in harmony with true principles and values and in no other way.”
- Stephen R. Covey, *The 7 Habits of Highly Effective People*. New York, Simon & Schuster Inc., 1989

Module #1G PRE-RETIREMENT CASH FLOW PLANNING

Financial Planning: The First 30 Years

A **Personal Financial Management** training course designed to help participants get a clear picture of their current financial situation and teach them a system for developing a course of action that blends their future quality of life with their job/career goals. It is done in the context of personalizing the decision-making process and helping participants internalize the economic principles of **scarcity, opportunity costs** and **productivity**.

Frequency: Three 3½-hour classes over the course of 3 weeks. Course Fee: \$475 per participant

Module #2G POST-RETIREMENT CASH FLOW PLANNING

Dealing with Benefit Changes while on Fixed Income

A **Personal Financial Management** training course designed to help participants test their assumptions about their retirement lifestyle to determine if their plan is on track to produce satisfactory results. This is especially critical when faced with reductions in benefits. It is done in the context of personalizing the decision-making process and helping participants internalize the economic principles of **trade** and **economic systems**.

Frequency: Two 3½-hour classes over the course of two consecutive weeks Course Fee: \$325 per participant

Module #3G SUCCESSFUL PORTFOLIO MANAGEMENT

How to Build a Goal-Oriented Long-Term Investment Plan

A **Personal Financial Management** training course in which participants will learn the principles and strategies for maintaining a long-term goal-oriented investment plan. Using the investment vehicles available through work and outside they will design their own generic portfolio plan for achieving their investment targets of growth and cash flow. At the conclusion of the course they will have their own printed Asset Allocation Strategy which will enable them to develop an Investment Policy Statement. It is done in the context of personalizing the decision-making process and helping participants internalize the economic principles of **incentives, productivity** and **economic systems**.

Frequency: Three 3½-hour classes over the course of 3 weeks. Course Fee: \$435 per participant

Module #4G FAMILY ESTATE PLANNING

Experience Peace of Mind by Reducing Conflicts and Costs

A **Personal Financial Management** training course designed to help the participant objectively develop the issues that would need to be addressed in the event of premature death or disability. Workshop will also cover the role that insurance plays and how to best utilize the insurance benefits available at work. This class will cover the legal instruments (Wills, Living Trusts, etc.) typically needed. It is done in the context of personalizing the decision-making process and helping participants internalize the economic principles of **incentives** and **opportunity costs**. At the conclusion of the course, participants will have a printed copy of their own estate plan that can be taken to a knowledgeable attorney for drafting and execution.

Frequency: Three 3½-hour classes over the course of 3 weeks. Course Fee: \$360 per participant

Module #5G EDUCATION COSTS PLANNING

How Do You Find the Money

A **Personal Financial Management** training course based on in-class data-entry and computation. It will teach participants how to get a clear picture of education costs and project them through the college years. It will also cover the different accumulation strategies available for saving for children's education. It is done in the context of personalizing the decision-making process and helping participants internalize the economic principles of **productivity** and **incentives**.

Frequency: One 3½-hour session. Course Fee: \$215 per participant

Module #6G RETIREMENT DECISION WORKSHOP

Should You Go Now or Wait

A **Personal Financial Management** training course designed to help participants decide whether or not to retire in the near future by properly analyzing their benefits by coordinating the financial and psychological aspects of retirement. It is done in the context of personalizing the decision-making process and helping participants internalize the economic principles of **scarcity, opportunity costs** and **incentives**.

Frequency: Four 2.5-hour classes. Course Fee: \$515 per participant

Module #7C FINANCIAL LIFESTYLE ANALYSIS

Are you Financially on Track?

A **Personal Financial Management** training course based on in-class data-entry and computation. It will teach participants how to develop a "pro forma" of their future finances to determine if their current decisions will result in acceptable outcomes in later years. It is done in the context of exploring alternatives in their decision-making process and helping participants recognize the role of economic principles such as **opportunity costs** and **scarcity** in their personal finances.

Frequency: Two 2½-hour session. Course Fee: \$235 per participant

Module #8 401(k) INVESTMENT DECISIONS

Are You Getting the Most out of Your Retirement Plan?

A **Personal Financial Management** training course based on in-class data-entry and computation. It is designed to teach participants the value of asset allocation in the context of the 401(k) plan available to them at work. It incorporates a definitive analysis of their investment options and the methodology for building their portfolio. It is done in the context of helping them get a comfort level in exercising control over their portfolio while incorporating the economic principles of **economic systems**, **productivity** and **trade**.

Frequency: Two 2½-hour sessions. Course Fee: \$235 per participant

Module #109F LEARN HOW TO INVEST: THE \$100,000 CHALLENGE

The Stock Market Game for Adults

A **Personal Financial Management** training course designed to teach participants the mechanics of investing as well as the role of the underlying economic concepts that impact the investment world. It utilizes a synergistic approach between classroom instruction and live, hands-on decisions regarding the investment of \$100,000 hypothetical portfolio in actual stocks and mutual funds. Competition is encouraged between participants which helps to motivate these adult students to learn and utilize the various tools that are taught in class. All this is done in the context of emphasizing the long term aspects of investing and helping participants recognize all the relevant economic principles of **scarcity**, **opportunity costs**, **productivity**, **economic systems**, **trade** and **incentives**.

Frequency: Six 2-hour sessions over 12 weeks of competition. Course Fee: \$300 per participant

Module #110F PERSONAL FINANCIAL MANAGEMENT

Learn How to Develop Control over Your Finances

A **Personal Financial Management** training course designed to help participants get a clear picture of their current financial situation and teach them a system for developing a course of action that blends their future quality of life with their job/career and income goals. It is intended to help participants change their spending behavior by personalizing their weekly spending decision-making process and helping participants internalize the economic principles of **scarcity**, **opportunity costs** and **productivity**.

Frequency: Twelve 2-hour sessions over the course of 12 weeks. Course Fee: \$600 per participant

Module #111F RETIREMENT FEASIBILITY ANALYSIS

Financial Snapshot of Your Retirement

A **Personal Financial Management** training course designed to help participants decide when to retire and in the process build the optimal retirement financial plan. This is achieved via analyzing their benefits by coordinating the financial and psychological aspects of retirement. It is done in the context of personalizing the decision-making process and helping internalize the economic principles of **scarcity**, **opportunity costs** and **incentives**.

Frequency: Four 3.5 hour sessions. Course Fee: \$350 per participant

Module #112F MANAGING RETIREMENT MONEY FOR A LIFETIME

You're Never Too Old to Invest Wisely

A **Personal Financial Management** training course designed to help participants test their assumptions about retirement lifestyle to determine if their plan is on track to produce satisfactory results. This is especially critical when faced with reductions in benefits. It is done in the context of personalizing the decision-making process and helping participants internalize the economic principles of **trade** and **economic systems**.

Frequency: Four 3.5 hour sessions. Course Fee: \$350 per participant

Module #113F INCAPACITY PLANNING AND LONG-TERM CARE

Learn How Do You Figure Out What You Need

A **Personal Financial Management** training course designed to help participants review the legal issues behind Long-Term Care programs, various policy features as well as an in-depth analysis regarding projected income needs in the event of incapacitation. This course helps participants internalize the economic principles of **opportunity costs** and **economic systems**.

Frequency: Three 3.5 hour sessions. Course Fee: \$262.50 per participant

Module #114F LIFE INSURANCE PLANNING

What Type, How Much, For How Long

A **Personal Financial Management** training course designed to help participants review components involved in planning a Life Insurance policy including estate planning, known current and future incomes as well as the discussion of various policy options.. This course helps participants internalize the economic principles of **opportunity costs**, **scarcity** and **economic systems**.

Frequency: Three 3.5 hour sessions. Course Fee: \$262.50 per participant

Module #115F WILLS AND TRUSTS

Learn What You Need to Do and Why

A **Personal Financial Management** training course designed to help participants objectively develop the issues that would need to be addressed in the event of premature death or disability. Workshop will also cover the role that insurance plays and how to best utilize the insurance benefits available at work. This class will cover the legal instruments (Will, Living Trusts, etc.) typically needed. This course helps participants internalize the economic principles of **opportunity costs** and **incentives**.

Frequency: Three 3.5 hour sessions. Course Fee: \$262.50 per participant

SEMINARS

In addition to the "hands-on" experiential classes, Cygnet Institute provides single session lectures on various types of financial topics. The material is presented by qualified professionals who are not permitted to solicit attendees as clients. Furthermore, presenters are prohibited from accepting participants as clients. Presentation topics described below can be tailored to fit the particular needs of the organization. Fees for these presentations will range from \$850 to \$2,500 per seminar.

FOR INDIVIDUALS

Survivor Needs
Retirement Planning
Educational Funding
Disability Income
Lesson in Life Insurance
IRA's
Long-Term Care
Estate Planning Insurance Considerations
Health Savings Accounts - Employee Overview

FOR BUSINESS

Employee Benefits Overview
Health Savings Accounts - Employer Overview
Business Continuation Planning
Business Valuation
Buy-Sell Planning

In addition, we have the ability to design financial literacy related programs to support specific organizational goals.