

Understanding ABLE Accounts

A Stand-Alone Unit



Daily Living Skills

Executive Functioning Skills for
Adult Living

Transition 2 Life Curriculum

By Susan Traugh



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Daily Living Skills
Executive Functioning Series
Transition 2 Life Curriculum

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Note: The information in this book is provided for educational purposes only and is not intended to represent legal or financial advice on covered expenses or ABLE Accounts. For definitive advice, see your financial advisor, your ABLE representative, or contact the IRS.

Special thanks to the Oregon ABLE Savings Plan, Oregon Treasury Savings Network, and Kaellen Hessel, Oregon State ABLE Representative, for their invaluable resources and support in writing this workbook.

Note to Teachers: While your state may well have excellent resources to supplement this unit, the Oregon ABLE Savings Plan was used as the main reference for this book and, unless other noted, is the source for information and statistics. It is also an excellent source for videos, Power Point presentations, and fliers to enhance the information presented in this book. Find resources at: www.oregonablesavings.com.

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Executive Functioning Becoming Your Own Boss



This book's purpose is to teach you how to be your own boss. As a boss, you will want to organize and manage your life. You will want to make decisions that are good for the "company" that is you. Nobody is born with those skills. We all have to learn. But, once you learn, there's no limit to what you can do.

Understanding ABLE Accounts is one of a series of books focusing on a single set of skills needed for daily living. If you find this book useful, check out all the other books in this series on www.teacherspayteachers.com/Store/Susan-Traugh or www.transition2life.com

So, let's get started.

Understanding ABLE Accounts

Unit Checklist



Due Date: _____

The Cost of Disability	___/3
Who Can Have an ABLE Account?	___/4
Problem/How ABLE Helps Unit	___/5
How to Open	___/4
ABLE Designed for Me	___/4
Who Can Set Up?	___/5
Where, Oh Where?	___/5
Who Can Contribute?	___/5
How Can I Contribute?	___/5
What Can I Buy?	___/9
Learn to Spend Wisely	___/4
Budgeting & Goal Setting	___/2
Who Decides—Setting up the Folder	___/13
Small Savers vs. Big Savers	___/4
If You're Working/Don't Get Benefits	___/5
Stocks & Bonds Unit	___/15
Savings Accounts	___/4
Investment Options	___/4
Total	___/100*

*A Unit may consist of several worksheets to equal the point count.

What is an ABLE Account?



In the past, it was difficult for people with disabilities to save money.

If they received SSI or SSDI, they were not allowed to have more than \$2,000 or they would lose their benefits.

When this rule was made, \$2,000 was a lot of money and could buy many things. But, today, you could not buy a computer, or rent an apartment, or do any of the things necessary to live independently with so little money.

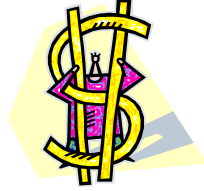
This meant that people with disabilities lived in poverty and just couldn't "get ahead."

Lawmakers saw this and knew it wasn't right. So, in 2014, they created the "Achieving a Better Life Experience" Act. (See how they use the first letters to call it ABLE?) This new law lets people with disabilities save money in a special ABLE account for those things that will give them a better life WITHOUT affecting their SSI, SSDI, or medical care benefits.*

It can be a very valuable tool in creating a good-quality, independent life. So, let's learn about it.

*This includes SSI, Medicaid, SSDI, SNAP, HUD assistance, Medicare, FAFSA, and more.

The Cost of Disability



You know. It “costs” to be disabled. You have extra doctor appointments or medications to pay for. You need equipment and technology. You need personal support.

In fact, research shows that it costs about \$17,690 more for the average person to be disabled.*

Yet, people with disabilities are twice as likely to make less than \$35,000 a year than people without disabilities. That means that they will have a lot of trouble making ends meet and may live in poverty.

It also means that 55% cannot come up with \$2,000 for an emergency.*

For these reasons, it is very important that people with disabilities learn to handle money and make smart choices with their finances.

ABLE accounts are one tool they can use to help manage their money.

*Data from National Disability Institute’s research

Name: _____ Date: _____

The Cost of Disability



Answer these questions.

1. It costs more to be disabled. In fact, it costs the average disabled person this much more each year to be disabled:
 - a. \$10
 - b. \$17,690
 - c. One million dollars

2. If they had a \$2,000 emergency, what percentage of disabled people could not pay for it?
 - a. 0%
 - b. 100%
 - c. 55%

3. So, what does that mean?
 - a. People with disabilities need to learn to manage their money well.
 - b. I have no idea.
 - c. Money should grow on trees.

Who Can Have an ABLE Account?



To be eligible to open an ABLE account, you must meet two requirements:

1. You must be disabled.
2. Your disability must have started before age 26.

If you are receiving SSI or SSDI benefits and your disability started before you turned 26, you are automatically eligible for an ABLE account.

If your disability started before you were 26, but you do not receive SSI or SSDI, you might still be eligible. But, you need to do two other things:

1. You need to meet Social Security's rules for functional limitations*, and;
2. You need a letter from your doctor** saying that you meet Social Security's definition of disabled.

If you need help with this, the ABLE National Resource Center has more information to help you. Or, go to your state by typing into your search engine: **ABLE Account (my state)**.

Be sure to keep a copy of any proof of disability in a safe place so you can find it later.

*www.ssa.gov/OP_Home/cfr20/404/404-app-plo.htm

**Doctor of medicine, osteopathy, dental surgery, dental medicine, podiatric medicine, optometry, or chiropractor.

Note: The Social Security's rules for disability are complicated—get someone to help you with this part.

Name: _____ Date: _____

Who Can Have an ABLE Account?



Answer these questions.

1. Who can have an ABLE account?
 - a. Anyone who wants one.
 - b. People who are disabled and became disabled before they were 26.
 - c. Only kids can have an ABLE account.

2. If I receive SSI or SSDI and was disabled before I was 26, I am:
 - a. Not able to get an ABLE account.
 - b. Out of luck.
 - c. Automatically eligible for an ABLE account.

3. If I don't get SSI or SSDI, I:
 - a. Can still qualify if I was disabled before 26 and get a letter from my doctor.
 - b. Am just out of luck.
 - c. Have no idea. I wasn't listening.

4. If I need help figuring out how to do this. I can:
 - a. Go to an adult I trust.
 - b. Check out the ABLE National Resource Center.
 - c. Check out my state resources for ABLE accounts.
 - d. All of the above.

So, What's the Problem?



If you haven't already been paying your bills, that \$2,000 limit can feel like a LOT of money. So, what's the problem? You say.

Well, the problem is that, today, it isn't enough money to do much. Here's why:

If you wanted to move out, you'd need to save enough to do so. The average studio apartment in the U.S. costs about \$1,600 today.* But, let's say you got a really good deal and found a place for \$1,000. You still need to pay a security deposit (which usually means you pay another month's rent). Then, you need to pay for electricity, water, and gas (called "utilities."). Oh, and you need a phone.

Rent:	\$1,000
Security:	\$1,000
Utilities:	150
Phone	<u>100</u>
Total	\$2,250

Do you see how you've already gone over your \$2,000...and you haven't even eaten yet? (And, that's with a "good deal!")

Today, a good laptop can cost more than \$2,000. So can a vet bill for your service animal or emotional support pet. You also couldn't own a car because it would be worth more than \$2,000.

Do you see the problem?

*Source: www.rent.com/blog/national-apartment-rent-price-analysis/#national.

Name: _____ Date: _____

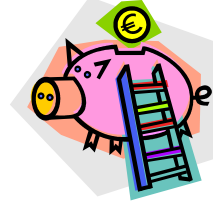
So, What's the Problem?



So, what do you want to save for? Use the form below to list those things that would make your life better. Do you want a computer? Do you want to move out? Do you need a car to get around? List three things that would improve your life then list what they would cost.

No.	What I would like	Cost	How it would improve my life

How ABLE Helps



So, now you know why you need to save money. But, how do you do it?

Learning to manage money is an important adult skill. Planning, saving, budgeting, and wisely spending your money can greatly improve the quality of your life.

But, these are not easy skills.

Have you ever decided that you were going to save for something important to you? You put birthday money in here, extra money in there. It started to pile up and you got excited.

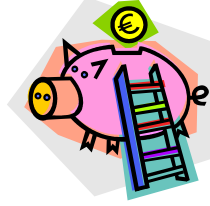
Then your phone broke, or a dentist's bill came up, or your dog got sick. Or, you "borrowed" from your savings to buy that cool game that just came out...and the next thing you knew, you didn't have enough money saved for the first thing you'd wanted.

Well, you're not alone. We've all done it.

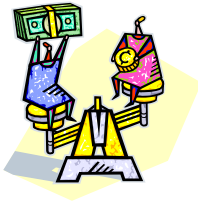
And, that's one of the good things about an ABLE account. It is set up to teach you how to manage money in "baby steps." It helps you learn the basic steps you need to become a good money manager.

Here's how.

How ABLE Helps



Having an ABLE account helps you learn these basic money managing skills.



1. **Budgeting.** ABLE lets you make decisions about what your budget will look like, but then helps you stick to it. Many states offer a prepaid debit card that “stops” you from over-spending and lets you decide where you will spend your money.



2. **Goal setting.** By setting specific goals, you can learn to make wise decisions and monitor your success.



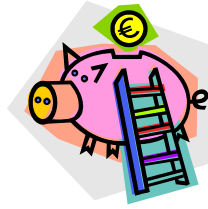
3. **Money management.** You'll learn how to balance spending versus savings. It will even teach you how to invest your savings to make your money work for you.





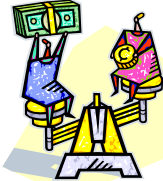

4. **Consumer skills.** It can be hard to talk to bank workers on the phone or in person. Having an ABLE account will let you practice these vital, adult skills. (You can also get help here with the *Using the Telephone* workbook from this series.)

Name: _____ Date: _____

How ABLE Helps Worksheet



Match these money management skills with their definitions.

No.	Money Management Skill	Definition
1.	 _____ Consumer skills	A. Learn to set goals and make wise decisions to meet those goals.
2.	 _____ Goal setting	B. Learn to balance spending with savings and learn how to invest my savings so those savings can grow.
3.	 _____ Budgeting	C. Learn to talk to bank workers on the phone, on chat lines, and in person.
4.	 _____ Money management	D. Learn to make a budget and stick to it with a prepaid debit card and personal guidelines.

How Do You Open an ABLE Account?



Each state runs its own ABLE accounts, so each has its own rules. That means that the rules might be slightly different than what's written here. But, only slightly.



1. **Open a bank account.** ABLE accounts must be linked to a checking or savings account at a participating bank. Go to your bank and ask if they participate with ABLE accounts. If they do, make sure you have a checking or savings account with them and know its number. If they don't, find a bank that does participate and open an account. (Hint: most banks participate.)



2. **Open an ABLE account online.** Type in **ABLE Account Sign Up** _____ and then the name of your state to find the online site. If this is hard for you, have a trusted adult help you.



3. **Have a guardian?** If you have an Authorized Legal Representative, they'll need to help you open the account and send paperwork in to say they help you.



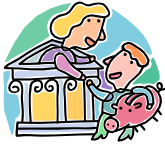



4. **Deposit money.** You'll need to start with \$25 in the account to open it.

Name: _____ Date: _____

How Do You Open an ABLE Account? Worksheet



Match the step with the definition.





No.	Step	Definition
1.	 _____ Open a bank account	A. You can only open an ABLE account online. So, go on your computer and type ABLE account sign up and the name of your state.
2.	 _____ Open an ABLE account online	B. You must have a checking or savings account at a participating bank.
3.	 _____ Have a guardian?	C. You need to put \$25 into your account to get started.
4.	 _____ Deposit money	D. If someone has guardianship or a power of attorney agreement with you, they must help you sign up and send in paperwork that they are helping you.

ABLE Was Designed for Me



When ABLE accounts were designed, the people who made them thought you should be your own boss. They believed that YOU are the best judge of what would make your life better. They also believed that you could manage your own money.

So, they made the rules with that in mind.





-  1. **You are the beneficiary.** That's the person who **benefits** from the account. So, the person who legally owns the account (you) also benefits from the account (you, again.)
-  2. **You are the decision maker.** You decide when to save. You decide when to spend—and what to spend on. It is empowering to make your own decisions. (Plus, you learn faster when you make good decisions—or fix—your own mistakes.)
-  3. **You don't need permission.** Neither the government nor some other adult has to "let" you do something. You know the rules (or you will when you finish this book) so you make the choices.
-  4. **The IRS enforces.** The IRS is the ultimate boss—but, we'll get into that later.

Name: _____ Date: _____

ABLE Was Designed for Me Worksheet



Match the rule to its definition.

No.	Rule	Definition
1.	 ____ You are the decision maker	A. The IRS is the final "boss" as to if you are following the rules to use an ABLE account.
2.	 ____ You don't need permission	B. You decide when to save. You decide when to spend and what to spend your money on.
3.	 ____ The IRS enforces the rules	C. You own the account AND you get the benefit of the money in the account.
4.	 ____ You are the beneficiary	D. Neither the government nor anyone else has to "let" you use your ABLE Account.

Name: _____ Date: _____

What if I Need Help?



Now, just because you *CAN* manage your ABLÉ account doesn't mean you *HAVE TO* manage your account.

Most people seek help from others when they are managing their money. That help might be another trusted adult. Or, it might be an expert in financial planning.

These people can completely manage your account if you're not comfortable doing it. Or, they can practice "supported decision-making" where they help you think it through to make a wise choice.

The Oregon ABLÉ Savings Plan provides a good flow chart that will help you decide how to manage your account. Go to:

<https://www.oregonablesavings.com/resources-for-our-partners>

Down towards the middle of the page you'll find a heading that says "Printable Fliers." Under that you'll see a hot link that says:

Flier 5: Who Should Manage ABLÉ

Hit that link and follow the chart until you find the answer for your situation. Then write the answer you found here.

The hotlink suggests that I should:

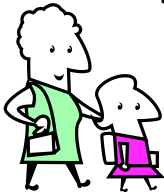
Who Can Set Up My ABLE Account?



Here's another way to decide who sets up your account. You have several choices about who can do this.



1. **You can.** If you're over 18 and are capable of doing so, you can set up your own account.



2. **Parent or guardian.** If you are under 18, you'll need your parent or guardian to help you. Or, if you're over 18 but have another adult helping you make life decisions, (as your guardian or with a power of attorney) they'll need to help you.



3. **A trusted adult.** Sometimes the website can feel tricky. In that case, ask a trusted adult to help you set up an account. You may also want an expert to help you make the most of your money.

Name: _____ Date: _____

Who Can Set Up My ABLE Account?



Read each situation then decide who you'd have set up your ABLE account. Circle the answer you'd choose. (You can pick more than one answer for each situation.)



No.	Situation	Who would I choose?
1.	I'm under 18.	
2.	I'm over 18, but this stuff feels too hard for me.	
3.	I'm over 18 and I feel confident I can do this by myself.	
4.	I'm pretty sure I can do this but might need a little help.	
5.	I just want to run this past somebody I trust.	

Name: _____ Date: _____

Where, oh Where?



You don't have to sign up for an ABLÉ account in your state. You can go to another state if you want to.

This is because not all states provide ABLÉ accounts. And, some states' programs are better than others. Or, they suit your needs better.

You can compare plans at one of these two sites:

<http://ablenrc.org/state-review> or
<http://www.theablealliance.org/compare-able-programs>

This will let you see which program works best for you. This might be hard for you. Don't worry. Just ask a trusted adult to help you find the right program for you. The next page will show you how to compare.

It's important to get an ABLÉ account if you plan to save money. Let somebody help you get started and then you can learn to use the plan step-by-step as you go along.






This is the person I will ask to help me set up an ABLÉ account:

Where, oh Where?



Most states offer ABLÉ Accounts. And, you don't have to get your ABLÉ account in your state. You can set it up in any state you like if they take out-of-state accounts.

Why would you want to go to a different state?






-  1. **Some states offer better terms.** They may have lower fees. They may offer better benefits.
-  2. **Some programs offer extra benefits.** Some states give you an extra tax benefit if you open an account in your home state.
-  3. **Some programs are more user-friendly.** Some have debit cards that can limit where you can shop. Some monitor your money better.
-  4. **Some programs are just "nicer."** Maybe the customer service is friendlier and explains things better. Maybe their booklets are easier to understand.
-  5. **Some programs have better investments.** You may save enough money that you want to invest. Maybe a different state has a program that really matches your needs.

Name: _____ Date: _____

Where, oh Where? Worksheet



Match the reason with the definition.

No.	Reason	Definition
1.	 ___ Better Investments	A. Friendly people who give you the help you need and easy to understand materials make it easier to make good decisions.
2.	 ___ Nicer to work with	B. If you don't have to pay as much in fees to open or keep your account, you'll have more money to save.
3.	 ___ Home-state advantage	C. You will want to find an investment program that best meets your needs.
4.	 ___ Lower fees	D. A debit card that tracks your spending—or even helps you to discipline yourself can help you reach your goal faster.
5.	 ___ User-friendly services	E. Some states give you an extra tax benefit for opening an account in that state.





Who Can Contribute to My Account?



Anyone can give you money for your ABLÉ account. That means:

- You can save your own money.
- Relatives and/or friends can give you money.
- You can use scholarship or fund-raised money.
- You can use money you inherit or get from a settlement.
- You can use money from a job.

The money can come from anyone. But, there are some limits:

1.  You can only have **1 ABLÉ account**.
2.  You can only save **\$15,000*** each year.
3.  If you have more than **\$100,000** in your ABLÉ account, it will affect your **SSI benefits**.
4.  You can **never have more than \$400,000*** in your account.

Now you know how to open an ABLÉ account, who can contribute, and how much you can save. Next, we'll find out what you can spend it on.

*These numbers may vary slightly depending on your state.

Name: _____ Date: _____

Who Can Contribute to My Account? Worksheet



Answer these questions.

1. Who can contribute to my ABLE account?
 - a. Nobody but me.
 - b. Only Santa Claus.
 - c. Anyone can contribute to my account.

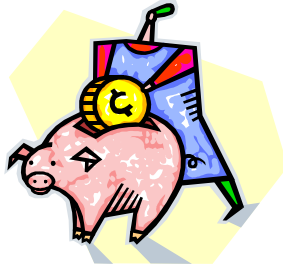
2. How much can I contribute to an ABLE account each year?
 - a. \$100
 - b. \$15,000
 - c. Nothing

3. The money in my ABLE account WILL NOT affect my SSI until it reaches this amount:
 - a. \$100,000
 - b. It never affects my SSI
 - c. \$1


4. How many ABLE accounts can I have?
 - a. 5
 - b. 1,000
 - c. 1


5. What the most I can have in an ABLE account?
 - a. \$400,000
 - b. \$100


How Do I Contribute?




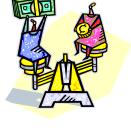
ABLE makes it easy to contribute money to your account.

1.  **Deposit money.** You can deposit from anywhere—your SSI, paychecks, back pay, gifts, inheritance or settlements.

2.  **Transfer money.** Move money from a different account into your ABLE account. This takes 3-7 business days before it shows up in your ABLE account.

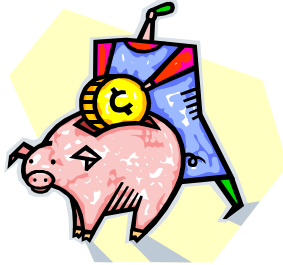
3.  **Set automatic transfers.** Have a set amount added to your ABLE account each month.

4.  **Payroll deductions.** You can have a set amount taken from your paycheck and put in your ABLE account.





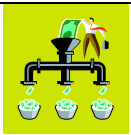
5.  **\$10 minimum.** Each deposit or transfer must be \$10 or more.

Name: _____ Date: _____

How Do I Contribute?



Match the ways you can contribute with their definitions.

No.	Way to contribute	What it means
1.	 _____ \$10 minimum contribution	A. You can have money taken directly out of your paycheck and put into your ABLÉ account.
2.	 _____ Automatic transfers	B. You can transfer (or move) money from any other account to your ABLÉ account. It will take 3-7 days for this money to "show up" in your ABLÉ account.
3.	 _____ Payroll deductions	C. Each deposit or transfer must be \$10 or more.
4.	 _____ Deposits	D. You can have money automatically taken out of any payments you get each month and added to your ABLÉ account.
5.	 _____ Transfers	E. You can deposit money from just about anywhere (SSI, gifts, paychecks, etc.) into your ABLÉ account.

What Can I Buy with an ABLE Account?



You can spend the money on things that **improve your health, independence, or the quality of your life.** That means things like:










- Education
- Housing
- Basic Living Expenses
- Transportation
- Employment Training & Support
- Assistive Technology
- Personal Support Services
- Health, Prevention & Wellness
- Financial Management
- Legal Fees

So, what does that look like? Let's look at some examples on the next page.

What Can I Buy with an ABLE Account?*



Here is a basic list of the kinds of things you can buy:

-  **Education**—Pay for tuition for most classes, and books, and other supplies including videos and audio materials.
-  **Housing**—Pay rent, or buy a house, pay your utilities and property taxes. Or, fix your house to accommodate your disability.
-  **Basic Living Expenses**—Groceries, household needs, eating out, clothes and pet supplies would all fit in here.
-  **Transportation**—Use of mass transit, moving expenses and purchase and/or modification of your vehicle fall in this category.
-  **Employment Training & Support**—Any expenses to help you get a job, like certificate programs or extra training are covered.
-  **Assistive Technology**—Smart phones, computers, tablets, hearing devices, readers and more are covered.
-  **Personal Support Services**—House-cleaning, caregivers, service animals and their expenses would be covered here.
-  **Health, Prevention & Wellness**—Health insurance premiums, mental health services, rehab, respite care, durable medical equipment and more are covered here.
-  **Financial Management**—Services to help you pay taxes and manage your money would be covered.










* Source: CA.gov, Department of Social Services. This list is provided for education and is not to be taken as legal or financial advice. Contact your local ABLE office for determination in your state.

Name: _____ Date: _____

What Can I Buy with an ABLE Account?*



Match the expense with the category it would fall into.











No.	Category	Expense
1.	_____  Assistive Technology	A. Caregivers
2.	_____  Personal Support Services	B. Groceries
3.	_____  Housing	C. A new computer
4.	_____  Basic Living Expenses	D. A tax preparer to help me pay my taxes.
5.	_____  Job Training	E. Rent on my apartment
6.	_____  Education	F. Books for my college class.
7.	_____  Health, prevention, & wellness	G. A certificate program to get my new job.
8.	_____  Financial Services	H. Yoga classes to help me with my anxiety.
9.	_____  Transportation	I. A bus pass.

Name: _____ Date: _____

What Might I Need from an ABLE Account?



Look at your life. What might you need to make your life better in each category listed? (Maybe you need nothing. This is just to help you consider.)

No.	Category	Expense I Might Have
1.	 Assistive Technology	
2.	 Personal Support	
3.	 Housing	
4.	 Basic Living Expenses	
5.	 Job Training	
6.	 Education	
7.	 Health, prevention, & wellness	
8.	 Financial Services	
9.	 Transportation	
10.	 Other	

Learning to Spend Wisely



So, now you know **WHAT** you can spend your money on, and you know all the ways you can go about getting it and saving it.

But, learning **HOW** to spend it can be tricky. Ask any grown-up. There's probably not a person around who hasn't messed up their finances at least once.

So, how do you learn to spend money wisely?

Like any other skill, good money management has to be learned step by step. The people who created **ABLE** know that, and they have a plan to teach you how to do it.

Let's look at the next lesson.

Learning Money Management



Have you ever played “bumper bowling”? Remember how the bowling alley set up those big balloon-like bumpers in the gutters of the bowling lane so that your ball HAD to roll straight toward the pins?



That guidance kept your ball from going astray and knocking down other stuff or making a big mess. It also taught you how to “aim straight” and get that bowling ball down the right path to those pins.





Well, many states do the same thing with prepaid cards. They provide a prepaid card attached to your ABLÉ account but YOU get to put boundaries on that card to help you manage your money.

- You decide how much to put on the card.
- You decide where you are allowed to use it.
- You decide what eligible expenses are.
- You decide when to reload it.
- It records all your activity so you can check yourself.

By putting “boundaries” on your card, it works like the bumpers in bowling to keep you on the right path. You can practice using your money wisely and keep checking to make sure that you reach your goals.

The card is attached to your ABLÉ account. It can't be used at an ATM so you won't take cash and then "forget" what you spent it on.

You can use it like a gift card. Here's how:

-  1. **Sign up.** Sign up in an online portal attached to your ABLÉ account.
-  2. **Load up.** Put as much money on the card as you feel is safe for you to learn with.
-  3. **Shop.** You can "tell" the card what you can spend on. Maybe you "blow" your money on games. You can make games an ineligible expense so that you don't blow your budget (or bowl outside your lane.) Or, you can say that it's only good at grocery stores or at the college book store.
-  4. **Record and Review.** The card records everywhere you've shopped so you can keep track of where you spend your money.


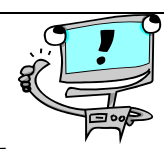
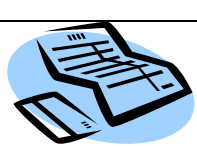
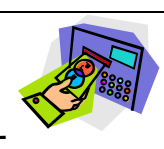
Now, you have the money-version of bumper bowling. You can practice spending within your limits until you can reach your goals and not go wild. Soon, you'll have good money management skills and a firm grasp on saving.

Name: _____ Date: _____

Learning Money Management



Match the step with its definition.

No.	Step	Definition
1.	 _____ Load up.	A. Sign up in your online portal on your ABLÉ account.
2.	 _____ Sign up.	B. Use your card to buy eligible products in allowed stores so that you keep yourself on track and don't "blow" your money.
3.	 _____ Record and review.	C. You decide how much money to put on your prepaid card.
4.	 _____ Shop	D. Your ABLÉ account keeps a record of how much you spend and where you spend it so you can keep track of your spending.

Name: _____ Date: _____

Budgeting to Save in My ABLE Account



Financial experts agree that we should be saving 10% of our income for our retirement.

The book, *Paying Bills* from the *Daily Living Skills* series will teach you about budgeting and paying your monthly bills. But, for our purposes here, let's look at what 10% retirement savings looks like and how you might save for a "big item" now.

Saving for Retirement

1. How much money do you make each month?	
2. Divide that amount by 10.	
3. Subtract your answer from the entire sum you make each month.	
4. Box 2 tells you how much you should save. Box 3 tells you how much you have left each month.	

By learning how to set aside a little money each month for your future, you will become a better money manager. You will also provide yourself a "safety net" should an emergency happen.

Goal Setting



ABLE accounts can also help you learn to set goals.

Do you want a new computer? If it costs \$1200, that can seem like an impossible amount of money to save.

But, if you divide it by the months in a year—12—you'd come up with \$100. Saving \$100 a month might feel more doable. And, if you could do that, you'd have your new computer by this time next year!

- Think about something you might want.
- Look up its price.
- Divide the price by 12.
- Is that an amount you might be able to save?
- If not, how about 24 months—or two years?

Learning to plan ahead, set a goal, and follow-through are important adult skills. I know, I know. We ALL want it now. We ALL want instant gratification. But planning and waiting is what separates the kids from the adults.

Name: _____ Date: _____

Goal Setting



Think about something big you really want. Then use the form below to set a savings goal to get it. (This doesn't have to be "real"—we can still dream.)

No.	Step	Answer
1.	This is the thing I want:	
2.	This is how much it costs:	
3.	This is how many months I'm willing to wait/save:	
4.	That means I'll need to save this much each month to get it: (Divide the months into the cost. Put it in your calculator like this: $\text{Cost} \div \text{Months} =$)	

If goal setting is hard for you, you may want to use the workbook **Goal Setting** from this series to learn to make concrete, achievable goals.

Who Decides?



There's a note at front of this book. It says that this book isn't the expert on what expenses are covered. That's because the IRS is the boss. IT decides which expenses are allowed and which are not.



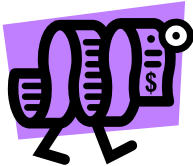
IRS stands for **Internal Revenue Service**. That means that it collects revenue (or taxes) from inside the U.S. ("Internal" is another word for inside.) So, **THEY** decide what expenses follow our tax code (or law) and what don't.



But, the IRS also knows that different people need different things to make their lives run better. For example, some people absolutely need braces or books in Braille. But, others do not.

For that reason, the IRS is pretty flexible about what you might need to help you live a better life.

But, you also need to be able to show the IRS that you are using your ABLE money to make your life better.



So, you need to keep receipts of what you spend. And, you should also keep records of what you buy and where you get the money that you save.

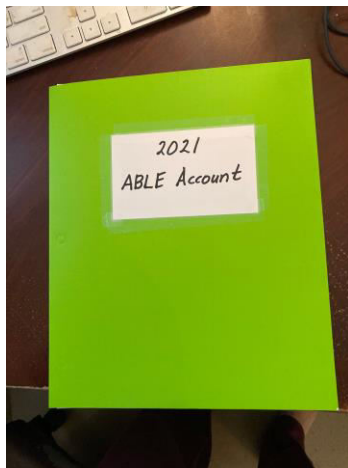
Let's see what that looks like.

Who Decides?



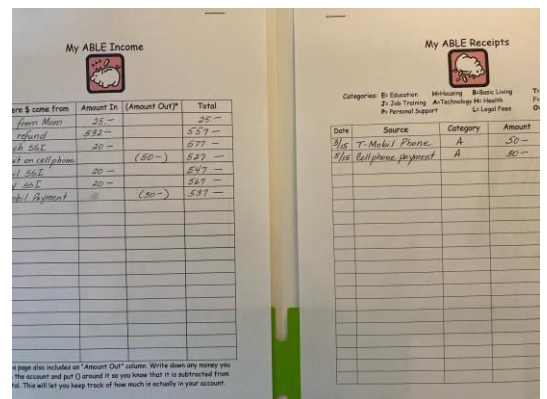
The next pages have forms that you can use to keep your records. You may choose to keep the records on your cell phone or computer instead. Do whatever works best for you. This is just a simple system for you that requires no special programs or devices.

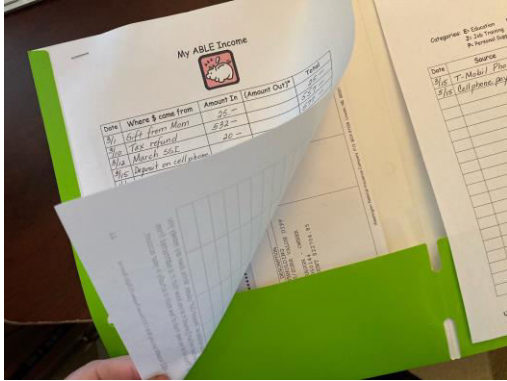
These are easy forms and create a simple system of proof for the IRS.



1. Get a pocket folder like the picture shows.

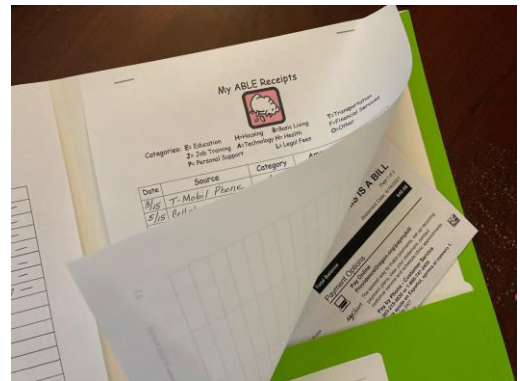
2. Staple the "Income" page on one side and the "Receipts" page on the other.





3. Keep the cancelled checks or other documents in the pocket on the "Income" side and write your deposits on the form.

4. Keep the receipts in the pocket on the "Receipt" side and list what you spend your money on and what category you assign it to.



5. Use a new folder for each calendar year. You will also want to show this folder to your tax preparer.

My ABLÉ Receipts



Categories: **E**= Education **H**=Housing **B**=Basic Living
J= Job Training **A**=Technology **H**= Health
P= Personal Support **L**= Legal Fees

T=Transportation
F=Financial Services
O=Other

Date	Source	Category	Amount	Total

My ABLE Income



Date	Where \$ came from	Amount In	(Amount Out)*	Total

Note: This page also includes an "Amount Out" column. Write down any money you pull from the account and put () around it so you know that it is subtracted from your total. This will let you keep track of how much is actually in your account.

How to Say "Thanks"



If someone is kind enough to give you money for your ABLE account, tell them "thank you."

Some young people find it hard to write a thank-you note. They just don't know what to say. So, here's a template that you can use to say thanks.

Whether you call them, write a note and send it snail-mail, or send a text or email, the format is the same. (By the way, a note sent snail-mail is best. Then a call. Then a text or email. But, the main thing is that you do it.)

Dear _____,

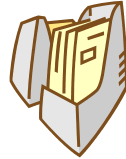
Thank you so much for your gift. Thinking of me like that means a lot to me. I am putting your money into my ABLE account. I am saving for _____ and your kind gift will help a lot.

Yours,

And, that's it! So easy. And, so nice.

Name: _____ Date: _____





A Little About Bookkeeping



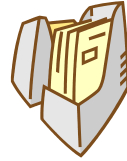
It is important that you keep your ABLÉ account in order. You've just looked at a simple filing system to store your deposits and receipts.

You will want to keep this in a safe place.

But, you will get other paperwork as you keep your account. These include:

-  **Your application.** This is the form you fill out to open your ABLÉ account. It will have your account number and other important information on it. Keep it safe so you will have this information when you need to use your account. Also put your proof of disability in here if you need it.
-  **Statements.** Whether you get a paper statement or an online file of your monthly activity, it is important that you keep these documents together and in a safe place.
-  **Deposits and receipts.** You've already seen the filing system for this, but it's best to keep these items with your other paperwork so it's all in one safe place.
-  **Investment documents.** If you save enough to invest, you will also want to keep these documents together with everything else.

You may keep these documents as paper files in a file box like the one pictured here:



or you may prefer to keep them in a 3-ring binder, or any other system that works for you.



If you use either of those choices, label your sections like this:

- Application
- Deposits & Receipts
- Statements
- Investments
- Other

Or, you can keep the files as e-documents on your computer or phone. Folders and sub-folders can be labeled the same as shown above.

The way you keep this information (paper or electronic) is not important—but keeping it together and organized is.

I prefer to keep my files in this form:	
Paper	Electronic
I will organize them like this:	

What if I Mess Up?



If you keep the filing system shown in this book (or electronically) and follow the guidelines on your ABLE account, you shouldn't mess up.

But, if you do spend your money on things you shouldn't, the IRS will do several things.



1. **You'll have to pay taxes on it.** You won't get the tax benefits the ABLE account gives you on those ineligible purchases.



2. **They'll charge you a 10% penalty.** You'll pay the taxes PLUS 10% of that amount.



3. **It could jeopardize your SSI and Medicaid.** You might lose those benefits if that money counts as income and puts you over the limit.

ABLE accounts are a wonderful benefit for people with disabilities. Always use this benefit wisely and honestly.

What Does it Cost?



It costs the ABLÉ account providers money to give you all the services they give. And, like any business or service, they pass that cost on to you in the form of fees.

Each state charges slightly different fees for their services. But, it's important to learn about the kinds of fees that are charged so you can compare.

Remember, you learned about these two websites. They will help you compare plans so you can see who gives you the best deal. That is, who gives you the most services for the least amount in fees.

<http://ablenrc.org/state-review> or
<http://www.theablealliance.org/compare-able-programs>

But, in this lesson, you'll see what the fees are in Oregon State. This will give you an idea of the kinds of fees you'll see in your state and what they're for. Then you can use the websites above to make a smarter decision.

What Does it Cost?



Here's the transaction and the fee for it. The definition tells you what that transaction is. It isn't all the fees, but gives you an idea of the kinds of things plans charge you for.

Transaction	Fee	Definition
Annual Fee	\$35	A yearly charge to have an ABLÉ account
Asset-Based Fee	0.30%-0.35%	ABLE charges you this amount times the money you have in your account for keeping your account for you
Paper Statements	\$10 per year	This is the cost for paper statements. You can get electronic statements for free.
Paper Check	\$2.50 each	Paper checks cost more than electronic transfers.
Re-Issue of check	\$15	This is the charge if you lose a check they gave you.
Overnight delivery	\$15	This charge is for needing funds right away. It's best to plan ahead if you can.

Name: _____ Date: _____

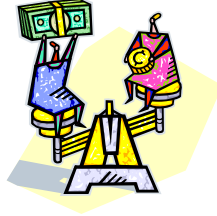
What Does it Cost? Worksheet



Now, go online to your state's ABLE account. Look up the section that has the fees. Compare the fees in your state with these in Oregon.

Transaction	Fee	My State Fees
Annual Fee	\$35	
Asset-Based Fee	0.30%-0.35%	
Paper Statements	\$10 per year	
Paper Check	\$2.50 each	
Re-Issue of check	\$15	
Overnight delivery	\$15	

Small Savers Vs. Big Savers



Different people have different goals when using an ABLE account.

For some people, they just want to save for a computer. Or, to move out. Or, to pay off a bill.

They have "smaller," more immediate goals. And, that's okay. The information you've learned so far in this book will help you do all that.

Other people have "bigger" goals for their account. They want to save to buy a house, or plan for their retirement, or have financial security.

The next part of this book is to help you save for those "bigger" goals.

Whether you are planning for smaller or bigger goals now, you should also know about the next part of this book. That's because goals change. And circumstances change.

As you get older, you may want more than you want now. That happens to people. And, it's good to know what to do to get what you want when that happens.

So, even if the next part feels like it doesn't matter to you. Read it anyway. You can file it at the back of your brain. And then, if your goals change, you can say, "Oh, I remember I learned this other stuff. It will help me reach my new goals!" And, you can go to your financial advisor or ABLE account representative and start reaching your next goals.

Name: _____ Date: _____

Small Savers Vs. Big Savers



Answer these questions.

1. ABLE accounts help "smaller" savers save for:
 - a. Immediate needs
 - b. Less expensive items and support
 - c. Things that will help me in the here and now
 - d. All of the above

2. ABLE accounts help "bigger" savers save for:
 - a. Long-term needs
 - b. Financial security
 - c. Retirement needs
 - d. A safety net to protect them for the rest of their lives
 - e. All of the above





3. I should learn about "bigger savings" because:
 - a. I may want those things later even if I don't want them now.
 - b. My circumstances may change.
 - c. People's goals change as they get older.
 - d. All of the above.

4. By learning about "bigger savings" now:
 - a. I'll have an idea what to do if I decide later I want to save "bigger."
 - b. I'll keep this information in the back of my mind for later use.
 - c. I'll have a good idea about what options are available.
 - d. All of the above.

If You're Working



Some people with disabilities can still work full-time or part-time. If you can work, your ABLE account lets you put EXTRA money into that account. It's called "ABLE to Work." And, here are the rules:





-  1. **Only YOU contribute extra.** Only the person with the disability can contribute more than the regular \$15,000. No gifts are allowed.
-  2. **Savings limits.** You can save an extra \$12,760 from your wages OR the total of your wages for that year—whichever is less.
-  3. **No retirement plan.** You can only do this if you don't have a retirement plan at work or on your own.
-  4. **Protection limits.** The extra money you put in is not protected from income limits (for benefits) but it is protected from resource limits. (This means you might lose benefits if you add too much.)

Name: _____ Date: _____

If You're Working Worksheet



Match the rule with its definition.

No.	Rule	Definition
1.	 _____ Protection limits	A. You may save up to \$12,760 in wages OR all of your wages if you make less than this.
2.	 _____ No retirement plan	B. The extra money you add to your ABLÉ account is not protected from income limits so it might affect your benefits if you save too much.
3.	 _____ Only YOU contribute	C. You may only save from your income if you DON'T have a retirement plan.
4.	 _____ Savings limits	D. No one but you can save into the ABLÉ to Work part of your account.

Name: _____ Date: _____

What if I Don't Get Benefits?



While many students reading this book will qualify for SSI and SSDI, some will not.

So, why should they have an ABLE account? Here's why:



1. **Tax-free growth.** ABLE accounts let your investments grow without being taxed as long as you spend it on eligible expenses. This makes your money grow faster.



2. **Protect your future.** A savings account will protect you from unseen emergencies. You will be able to pay for extra expenses when trouble comes your way.



3. **Things change.** You may not need benefits now, but might need extra help in the future. It is good to be prepared.



4. **Incentives.** Sometimes the government offers tax breaks or credits for saving.

Which one of these reasons seems most important to your life? Why?

Investments



“To invest” means to put your money in a place where you think it will grow—or give you a profit. So, if you invested \$1,000 and earned a 10% profit that would be \$100 more. (Or, $1,000 \times .10 = 100$) So, it would look like this:

Investment	\$1,000
Profit	<u>+ 100</u>
Total Earned	\$1,100

Why do we need to invest?



Most people earn and save the most money when they are young or middle-aged. That's from your 20's until your 60's or 70's.



But, as people get older, they slow down. They don't work as much, so they don't earn as much. But, even as they earn less money, often their expenses increase. They go the doctor more. They need to hire people to help them around the house.



People save (and invest) money when they're younger to pay for what they'll need when they're older.



Now, one way to save is to take money you've earned and put it under your mattress at home. If you save this way, in twenty years, you will have exactly as much money as you saved.

But, here's the problem. Money loses its value over the years. What does that mean?



Every year prices of things "inflate" or get bigger. (Think of a balloon as you pump air into it.) And over the years, that makes your money able to buy less. In fact, a thing that cost you \$20 in 1999 would cost you \$31 today because of inflation.*

So, each year even though you were putting more and more money under that mattress, it would be able to buy less and less.



It's like you're in a race with inflation. You have to figure out a way to make your money "grow" faster than inflation can make it "shrink." And, investing is the way to do that. Here's why:

The average inflation rate over the last 40 years was:**	2.46%
How much interest you'll earn with money in your mattress:	.00%
How much interest you'll earn with a savings account:**	.14%
How much you'll earn (on average) investing in bonds:***	5-6.00%
How much you'll earn (on average) investing in stocks:***	9.80 %

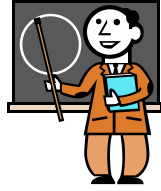
Your goal is to "beat" inflation. Investing in stocks and bonds does that.

*www.investopedia.com/ask/answers/101314/what-does-current-cost-living-compare-20-years-ago-asp.

** www.depositaccounts.com/lp/savings-rates

***www.youtube.com/watch?v=d6bUHB3-7HY

Financial Advisors



If you need your car fixed, you go to a certified mechanic. If you need surgery, you go to a surgeon.

You do this because you know that you need an expert to get the job done right.

The same is true with your money. If you want to get the most benefit out of your investments, you go to an expert in finances.

Financial advisors go by many names—brokers, investment advisors and certified financial planners are just three of the titles they might have.

The best way to find a financial advisor is to get a recommendation from someone you trust in your area. Or, type this into your search engine:

How to choose a financial advisor

You might also contact your ABLÉ account representative for information on directories or lists in your area.

But, no matter who you choose, it is also important that you know a little about what you're asking them to do. So, let's look at that.

Stocks and Bonds



ABLE accounts offer you the chance to invest your money in stocks and bonds so you can “beat” inflation and help your money grow.

But, before you let anyone invest your money, it is important to have a basic understanding of what they are investing your money in.

So, first, let’s learn a little about what a stock is, and what a bond is. Then, let’s look at the pros and cons (or good points and bad points) of each one.

Finally, we’ll look at the different investment options you have with your ABLE account.

Remember, this information may not apply to you NOW. We’re not going to worry about that.

Instead, we’re going to learn the basics about investment and then keep that information until a time that we might need it.

Who knows, one day you might be a billionaire and need to invest gobs of money! It’s always good to be prepared.

A Stock



When companies want money, they can go to a bank and borrow it. Or, they can sell stocks in their company.

Many companies prefer to sell stocks to get the money they need to operate their company, expand and grow their company, or invest in new things for their company.

When you buy a stock, you are buying a little piece of that company. You actually become a part-owner in that company. The money you pay to buy the stock is called a "principle." And a stock is just a piece of paper that says you own a "share" or a little piece of that company



And, because you are a part-owner of the company, you get to vote about how they run the company. You get to help make decisions about how to make the company (and your money) grow.

To pay you back for investing in their company, the company pays you "dividends." Now, if the company does well and makes money—so do you. But, if the company does badly and loses money—so do you.

Because you take on the risk of losing your money, the company pays you more for your investment with the average pay (or return on your money) being about 9.8% right now.*

*Source: www.youtube.com/watch?v=d6bUHB3-7HY This is a great video for learning the basics.

Name: _____ Date: _____

A Stock Worksheet



Answers these questions.

1. A stock makes me:
 - a. Overweight
 - b. A part-owner in the company I invest in
 - c. Part of a soup

2. The money I invest to buy a stock is called the:
 - a. Fee
 - b. Cash
 - c. Principle

3. The money I receive on my investment is called a:
 - a. Dividend
 - b. Multiplication
 - c. Bribe

4. Stocks pay the highest return because:
 - a. They carry the most risk.
 - b. I might lose my money.
 - c. If the company does badly, I could lose my principle.
 - d. All of the above.

Bonds



Governments and some companies also sell bonds when they want to raise money and don't want to go to a bank.



Governments tend to use bonds to raise money to build schools and roads, or fund massive projects. Where you can buy a stock and keep it forever, bonds have a definite time period attached to them. The government or company selling the bond want to do something, pay for it, and be done. When the loan for the bond is paid, the bond ends.

If you buy a bond, you are loaning your money to the government or company that issues it. You become a "lender." The place you lend the money to is called the "bond-holder." You're not part of the company and you don't get to vote on what they do.

When you lend your money to the bond-holder they tell you right up front how much extra they will pay you for loaning them the money. That extra money is called "interest."

Bonds are "safer" than stocks. Usually, the companies or governments issuing the bonds do not "lose" or go bankrupt. But, even if they do, the laws say that bond-holders must pay their lenders back first. So, you have less chance of losing your money. But, there is still more risk than if you put your money in the bank.

Because of this extra risk, bonds are paying an average of 5-6% right now.

Name: _____ Date: _____

Bonds Worksheet



Answer these questions.

1. Bonds are:
 - a. A way for governments and companies to borrow money without going through a bank.
 - b. A way that I can loan money to a government or company and receive interest on that loan.
 - c. Both answers are correct.

2. Bonds pay:
 - a. Interest on my loan.
 - b. They never pay.
 - c. A reward for giving them money.

3. When I purchase a bond I:
 - a. Become the boss of the company.
 - b. Am a lender.
 - c. Become a real estate agent.

4. Bonds are:
 - a. Less risky than stocks.
 - b. More risky than stocks.
 - c. Stupid.

Name: _____ Dated: _____

Stocks vs. Bonds

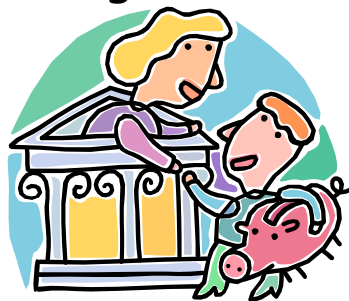


Put these answers in the correct column.

Part-owner	Lender	Earn dividends	9.8%
Earn interest	Yes	No	5-6%

Question	Stocks	Bonds
1. What do you become when you purchase?		
2. What do you earn on your investment?		
3. Can you vote on how the company runs its business?		
4. What is the average return on your investment?		

Savings Accounts



You saw that saving your money in your mattress might not be a good idea.



Not only do you **NOT** earn **any** interest or dividends, but you could also lose it all in case of a fire or burglary.

Savings accounts are a better option.

If you put your money in an FDIC insured bank, the federal government will insure—or promise—that your money will stay safe. FDIC stands for **Federal Deposit Insurance Corporation**. This means that the government will insure the money in a participating bank against loss.

That means there is no risk. Your money is safe.

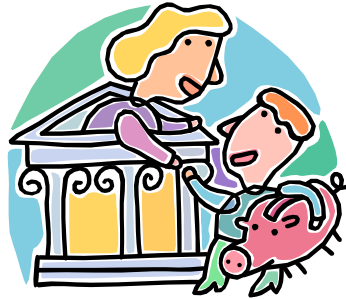
But, your money also doesn't do anybody but you much good. You're not investing it in public works like bonds do or in company growth like stocks do. Because of that, your interest rate is low. It's averaged about 1.4% in the last years.

And that's below the rate of inflation.

That means that, like the mattress, your money is still losing value as you save it.

Name: _____ Date: _____

Savings Accounts Worksheet



Answer these questions.

1. A savings account is safer than my mattress because:
 - a. The government insures my money's safety.
 - b. A fire or burglar can't destroy my savings.
 - c. I earn a minimum of interest.
 - d. All of the above.

2. FDIC stands for:
 - a. Flying Dogs Insure Chaos
 - b. Forget Doing Important Chores
 - c. Federal Deposit Insurance Corporation

3. Putting my money in a savings account requires:
 - a. No risk
 - b. Some risk
 - c. High risk

4. Interest rates on savings account are:
 - a. Low
 - b. High

Investment Options



You've learned what stocks and bonds are. You know that stocks are a riskier investment than bonds. You also know you can save your money in a savings account at no risk—but that you will lose value on your money.

You've learned the reasons why most people invest. But, you are unique. You have your own plans and goals in life. And, your reasons for investing may be different.

Part of knowing **how** to invest is understanding **why** you invest. What are your goals in investing?

- Are you just trying to save for an immediate need?
- Are you trying to get the most money possible for your old age?
- Does risk make you nervous?
- Do you want to save so you can make a big purchase in two years?

Each answer here leads to a different kind of investing. And, truthfully, the kind of investing you do is best worked out with a qualified financial adviser.

But here, we're going to just look at the basic kinds of investing so you understand how the system works.

Name: _____ Date: _____

Investment Options



The chart on the next page shows you four levels of investing.

Look at the graph at the top of each column. Do you see how each column has more and more stocks and fewer bonds? Understand that each time you get more stocks, you have a chance to make more money, but you also take on more risk.

The options on the page start with the safest—putting your money into a savings account—then move to the riskier and riskier ways. But, remember, that the riskier way also usually provides faster growth on your money.

Look at the chart and then answer these questions.

1. A conservative option is designed for investing for a shorter period of time.
 - a. True
 - b. False
2. An aggressive option is designed for investing for:
 - a. More than 10 years
 - b. 1 year
3. Investing in an FDIC account is guaranteed not to lose money.
 - a. True
 - b. False
4. An account with half stocks and half bonds is considered a:
 - a. Moderate option
 - b. Risky option

INVESTMENT OPTIONS

Conservative



■ 20% Stocks ■ 80% Bonds

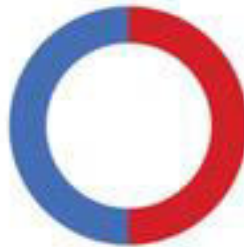
Seeks to provide current income and some growth.

Small amount of risk and limited appreciation potential

Designed for a shorter investment period.

0.3% annual fee.

Moderate



■ 50% Stocks ■ 50% Bonds

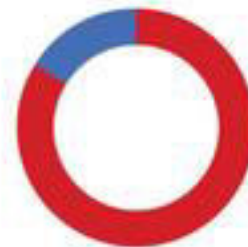
Seeks to provide a combination of growth and current income

Medium level of risk for a pursuit of investment return,

Designed for a medium or uncertain time horizon.

0.35% annual fee

Aggressive



■ 80% Stocks ■ 20% Bonds

Seeks to provides the potential to grow

Higher level of risk and potential for return (or loss)

Designed for a longer investment period (10 years or more).

0.35% annual fee

Cash Option FDIC insured: 1. A conservative account
2. Guaranteed not to lose money 3. Lower risk and return

Other Financial Tools



If you want to build a house, you need lots of different tools to do the job right. If you want to build a good financial plan, you also need lots of different tools to protect your future.



ABLE accounts are just one tool in your tool box.

Many students have 529 college savings accounts. Or, they receive FAFSA benefits to pay for tuition. Or, they have a special needs trust or another type of trust.

All of these accounts are important tools for students to build their financial future on. This book will not address these subjects, but suggests that you speak to a financial adviser for help.

But, with the help of an ABLÉ account and other tools, you can build yourself a sturdy foundation for your future. You can create a system of finance that will make sure you are protected from emergencies and can save for important things.

If you need more information on budgeting, see *Paying Bills* from this series. If you need help on planning for your future, try *Goal Setting*. In the meantime, happy saving.

Now you know...



...the basics of opening and owning an ABLÉ account.

You know how to open the account, who is eligible, who can contribute to the account, how much and when money can be contributed, and what you can spend the money on. You also understand a little about how to make your money grow and the difference between stocks and bonds.

If this book helped you, I would love to hear from you. Write to me at www.susantraugh.com and I'll be sure to write back.

Good luck!

Susan Traugh

Author

Cheat Sheet Answers



Here are the answers to the questions in this unit. Grade yourself and put the scores in on the Unit Checklist.

Page 8	1b, 2c, 3a
Page 10	1b, 2c, 3a, 4d
Page 12	Answers vary
Page 15	1c, 2a, 3a, 4b
Page 17	1b, 2a, 3d, 4b
Page 19	1b, 2d, 3a, 4c
Page 20	Answers vary
Page 22	1 PT, 2 PT, 3M, 4MPT, 5MPT
Page 25	1c, 2a, 3e, 4b, 5d
Page 27	1c, 2b, 3a, 4c, 5a
Page 29	1c, 2d, 3a, 4e, 5b
Page 32	1c, 2a, 3e, 4b, 5f, 6g, 7b, 8d, 9i
Page 33	Answers vary
Page 37	1c, 2a, 3d, 4b
Page 38	Answers vary
Page 40	Answers vary
Page 41	Answers vary
Page 52	Answers vary
Page 54	1d, 2e, 3d, 4d
Page 56	1b, 2c, 3d, 4a
Page 63	1b, 2c, 3a, 4d
Page 65	1c, 2a, 3b, 4a
Page 66	1. S=Part-owner/B=Lender; 2. S=Dividends/B=Interest; 3. S=Yes/B=No; 4. S=9.8%/B=5-6%
Page 68	1d, 2c, 3a, 4a
Page 70	1a, 2a, 3a, 4a

PTG Page



Dear Parent, Teacher or Guardian,

Understanding ABLE Accounts from Transition 2 Life's **Daily Living Skills** curriculum covers the basic knowledge needed for young adults use this valuable financial tool for young people with disabilities. In this unit, young people will learn:

- Who qualifies for an ABLE account and how to open one.
- What expenses qualify as eligible expenses in ABLE accounts.
- How to set up a file system to meet IRS requirements.
- What investments are and a basic understanding of their importance.

You can help this young person achieve independence in this Daily Living Skill by:

- Helping your child get on your state's website and exploring what an ABLE account might provide for your child.
- Monitoring their progress as they open and begin saving in an ABLE account.
- Setting up a plan for your child yourself or with the help of a financial advisor.
- Review the "Unit Checklist" at the beginning of this unit to see if additional instruction is needed in a given area.

Please sign and return the bottom of this letter so your student may receive extra credit for your acknowledgement.

Signed

Date

About the Author



Susan Traugh holds a B.A. in Liberal Studies and Masters Degree in Education specializing in curriculum development and earned her multiple subjects teaching credential. She has been writing educational materials for twenty plus years including the phonics series *Singing My Sounds*, and the history series *Primary Sources and Songs*.

Her *Mother Goose Brain Boost* preschool curriculum (co-authored with her husband, Steven) won Learning Magazine's "Teachers' Choice Award." She is the author of hi/lo titles of trade books for special needs students including *Sex Smarts: You and Your Sexuality* and she is the mother of three special needs children. Her stories have appeared in numerous *Chicken Soup for the Soul* books and magazines across the country..

Susan's award-winning young adult novel, *The Edge of Brilliance* is the story of a teen with bipolar disorder who finds the hero within herself. It can be found on Amazon and B&N Kindle.

Susan also authors a blog on parenting children with mental illness. It can be found at www.HealthyPlace.com/blogs/parentingchildwithmentalillness.

A former teacher, Susan has taught elementary and middle school in addition to university teacher preparation. She currently provides workshops and seminars for teachers. Susan is the former president of POSH (Partnership of School and Home) the purpose of which was to open lines of communication between parents of special needs students and the school. It was in this capacity that the need for this curriculum became evident. Further information on Susan can be found on her website: www.susantraugh.com

Want More Information?



For the latest material in this series go to:
www.teacherspayteachers.com/Store/Susan-Traugh.

For information on other works by Susan Traugh go to: www.susantraugh.com.

Follow my weekly blog on Facebook for free lessons and ideas for teaching transition at: Transition 2 Life.

Access my videos on Teachers Pay Teachers or on YouTube on Susan Traugh's channel.

Email me at: susan.traugh@gmail.com. Send me your email address and request to be put on our Newsletter list to receive monthly updates and free lesson plans.

See All the Books in this Series:



Adult Skills

Cleaning house
 Doing Laundry
 Paying Bills
 Transportation
 Staying Healthy
 Outdoor Chores
 Buying Insurance
 Using the Telephone
 Using ABLE Accounts

Cooking Skills

Kitchen Basics
 Nutrition
 Grocery Shopping
 Making Meals
 Picking Produce Fruit
 Picking Produce Veg.
 Washing Dishes

Social Skills

Making Conversation
 Everyday Manners
 Fair Fighting
 Safe Dating
 Becoming Likeable
 Hygiene for Girls
 Hygiene for Guys

Job Skills

Dress 4 Success
 Seeking Employment
 Interviewing Skills
 Getting a Paycheck
 Time Management
 College & Career
 Work Games
 Fact or Fake News
 Goal Setting

Character Building

Building Character
 Decision Making
 Managing Stress
 Overcoming Failure
 Voting
 Celebrating Holidays
 Understanding Gov't
 Becoming Self-Aware
 Building Self-Esteem
 Practicing Patience

Creating Self-Confidence
 Building Self-Motivation
 Practicing Self-Advocacy

Community Resources

Independence Basics
 Community Resources
 Using the Library
 Enjoying Recreation

A Teacher's Manual is available providing written ITP goals, federal standards addressed, pre-and-post assessments and more.

Audio-narrated PowerPoint lessons are now available as are Interactive workbooks using Adobe Acrobat. Workbooks will be converted regularly, so check back for your favorite titles. Contact us if you would like a certain title moved to the front of the line. Finally, videos are also on YouTube on Susan Traugh's channel.