

Financial Literacy Requirement



Each family in the Step Program must have one adult family member complete a financial literacy course by the end of the first year of participation. To fulfill this requirement, AHFC provides families with four options. If you need help with any of these steps, you can visit your local AHFC office or call **877-AKGOALS (877-254-6257)** toll free for assistance. All online materials are available at: www.ahfc.us/tenants/step-program/financial-literacy.

1. Complete a Financial Literacy Course

There are many financial literacy and money management courses offered throughout Alaska. Please check the AHFC website or contact AHFC staff to assist you with selecting a course that meets AHFC objectives. The steps to complete this option:

1. Check the AHFC website to register and complete the monthly online Money Sense class: [/www.ahfc.us/tenants/jumpstart/class-calendar](http://www.ahfc.us/tenants/jumpstart/class-calendar) **OR**
2. Enroll in and complete another financial literacy/money management course in the community.
3. Provide AHFC with documentation that you have completed the course: either a certificate of completion or a letter from the organization providing the course with the date of the course, your name, and their signature.

2. FDIC's Money Smart Program

To complete this option, you will log into Money Smart (an FDIC-sponsored program) and complete four online training games resulting in a certificate for each. These games will help you learn about everyday financial topics. The steps to complete this option:

1. Go to: <https://playmoneysmart.fdic.gov/games>.
2. Click Login to "Create an account" or to login if you already have an account. You must do this before you click on any games.
3. Select a game per category below. Select one from each of the four Money Smart topic areas:
 - Earn:** Your Income and Expenses
 - Spend:** Your Spending and Savings Plan **OR** Making Housing Decisions, **OR** Your Money Values and Influences
 - Save:** You Can Bank On It **OR** Building Your Financial Future **OR** Your Savings
 - Borrow:** Borrowing Basics **OR** Buying a Home **OR** Credit Reports and Scores **OR** Managing Debt **OR** Using Credit Cards
4. After successfully completing each game, print the certificate. You can return to the login page with your user name and password at any time to access the certificates.
5. Turn in all four certificates to your local AHFC office.



3. Self-Study/Financial Literacy Test

If an adult family member already has strong money management skills, this option is available. The steps to complete this option:

1. Go to www.ahfc.us/tenants/step-program/financial-literacy/ to strengthen skills before taking the test. It is strongly suggested that you review the study materials and review the practice questions prior to taking the test.
2. Complete AHFC's Financial Literacy Test at www.surveymonkey.com/r/5ZMDHPB.
3. An AHFC representative will contact the family within thirty (30) days with the result. If the family member fails the test, one of the other options may be completed to meet the requirement.

4. Complete One-on-One Financial Counseling through YWCA

This option is for families that need one-on-one financial counseling when a barrier to the above three options is present such as English as a Second Language or no internet connectivity. Hours of availability: 9:00 AM to 5:00 PM. Counseling may take up to 3-5 hours over one or more sessions.

1. Contact YWCA directly at (907) 644-9600 or by email at ycmaoffice@ywca.org. If you are not in Anchorage, please leave a good working telephone number where you can be reached. YWCA will return your call so you will not have a long distance charge.
2. If your language is not English, please state your language, and you will be provided an interpreter.
3. Once counseling is completed, your AHFC representative will be notified.