

Conference to Help Organizations Strengthen Service

This fall, the Oklahoma City Branch of the Federal Reserve Bank of Kansas City will partner with the Oklahoma Jumpstart Coalition for Personal Financial Literacy to present the 3rd Annual Financial Education in Oklahoma Conference.



Entitled "Strengthening Our Service," the conference will take place Oct. 31, with a pre-conference poverty simulation Oct. 30, at the Reed Conference Center in Midwest City.

Princeton University psychology professor Dr. Eldar Shafir will serve as keynote speaker. Shafir will discuss his research on the formation of financial behaviors and the implications of his findings

in terms of financial education practice and policy.

Luncheon speaker Chiquita Board will discuss *Get Checking*, a national financial education program developed to help unbanked individuals enter mainstream financial education relationships.

In addition, a wide range of organizations will present break-out sessions covering a variety of topics and share resources through display booths and exhibits.

Registration is \$45 and will be available online at www.kansascityfed.org/finedu by mid-September.



Start Spreadin' the News

OKMM Sites Begin Fall Recruiting and Education Sessions

Take a look at how our sites are sharing OKMM with college students and beyond!

Langston-Tulsa

Members Rita Williams and Alfreda Moore conducted education sessions with 90 beneficiaries at the Tulsa Housing Authority Conference Center in August.

Northwestern Oklahoma State University

Site Supervisor Allyson Tucker and OKMM Outreach Coordinator Veronica Alarcon greeted fresh-faced freshmen at orientation, promoting OKMM programs and activities on campus.



Oklahoma State University

OKMM participated in OSU's Career and Community Services Fair, organized by OSU Service-Learning Volunteer Center Coordinator and OKMM-EAP Site Supervisor Joyce Montgomery.

University of Central Oklahoma

Broncho students were "shown the money" when OKMM manned a booth at the Volunteer Fair, part of the campus' Stampede Week. Congratulations to UCO Volunteer Center Coordinator and OKMM-EAP Site Supervisor Liz Kiser for hosting such a successful event!

Asset\$

Tips of the Trade

We know that it's important to hold on to our financial records—bills, statements, receipts—but keeping that paper trail for several years adds up to a lot of storage. How long should we keep those records on file?

Use the following timeline to determine whether it's time to ditch your deposit slips or retain your receipts.

Bank Records: Keep one year to permanently.

- Go through your checks each year and keep those related to taxes, business expenses, home improvements and mortgage payments.
- Shred those that have no long-term importance.

Bills: Keep one year to permanently.

- Go through your bills once per year.
- Bills for big purchases—jewelry, computers, antiques—should be kept in an insurance file as proof of value in the event of loss or damage.

Credit Card Statements and Receipts: Keep about 45 days.

- Hold on to your original receipts until you get your monthly statement.
- Shred the receipts if the two match.

Paycheck Stubs: Keep one year.

- When you receive your annual W-2 from your employer, make sure your stubs match it.
- If they match, shred the stubs. If they don't, demand a corrected form, known as a W-2c.

Adapted from: *What Financial Records to Keep, How Long to Keep Them*, Bankrate.com

Did You Know?

Oklahoma ranks **third**, behind Utah and Idaho, in the **top 10** states for **college student volunteer rate**. Rounding out the list are Vermont, Nebraska, Wyoming, Alaska, Minnesota, Missouri and Colorado.

Corporation for National & Community Service

Value-Added

Resources for Your Financial Future



The federal Financial Literacy and Education Commission created MyMoney.gov, a U.S. government Web site, to teach Americans the basics about financial education.

The site offers useful information and publications from 20 federal agencies, including the U.S. Department of Treasury, Federal Trade Commission and Federal Reserve System Board of Governors.

Topics covered include teaching children about money, balancing a checkbook, purchasing a home, and investing in a 401(k).

Check out the variety of workbooks, booklets, curricula, brochures, tip sheets, games and activities available to keep you and your family financially fit!

The OKMM AmeriCorps Connection

for Site Supervisors:

Predicting Member Performance

Ever wish you had a crystal ball that could tell you what type of member your new applicant would be? While it's not quite on the same level as a crystal ball or tea leaves, taking a close look at the member application packet can tell you a great deal about potential members.

Here are some ways to use the application packet as a screening tool for potential members:

Neatness counts. Look for typed or neatly printed applications, all in the same color ink. Applicants who put extra effort into filling out paperwork usually have strong organizational skills and patience.

Look at past service. While previous service is not a requirement to be an AmeriCorps member, applicants with previous volunteer experience are usually good time managers who know how to balance school, work and community service.

Check references. Like Woody Allen said, "80 percent of success is showing up." Find members who have a strong work ethic by asking references about punctuality and reliability.

Completeness is key. Look for complete thoughts and sentences, especially in essay sections. The ability to communicate ideas orally and through the written word is crucial.

Look for leadership. Whether they're class president or captain of the basketball team, leaders know how to encourage and motivate others.

Dates to Remember

October (Date TBA): Site Supervisor Meeting

Oct. 30-31: Financial Education in OK Conference

For Members:

Engaging Your Audience

Have you ever zoned out during class or grown fidgety during a long presentation? It's only natural that our minds begin to drift when trying to focus for long periods of time. And, who doesn't get restless when sitting in one place for too long?

As a trainer, you must be constantly aware of your audience's attention level. When conducting education sessions, try these suggestions for keeping your participants focused.

Change it up! Switch up your use of lecture, electronic media, games and activities every 20-30 minutes to keep your audience engaged.

Remember the magic number. Don't present more than seven items of information before your beneficiaries are asked to act or respond in some way.

First things first. Cover key items early in the session and review them toward the end. People tend to forget information covered in the middle.

Give 'em a break! Take a small break during long sessions to give audience members a chance to stretch and network.

Raise your hand if you're sure. Always provide opportunities for beneficiaries to respond and actively participate.



Good luck to the **Northeastern Oklahoma A&M College, Absentee Shawnee Tribe, Citizen Potawatomi Nation and Southeastern Oklahoma State University** field sites on their upcoming fall recruitment events!