

Online Worksheets and Forms

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My
“Balancing Blessings”
Covenant

I _____,
Your Printed Name

commit to the process of balancing the blessings
God has bestowed upon me, and to the journey of
becoming a woman of order—available and fit for
the master’s use.

Your Signed Name


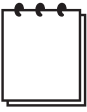
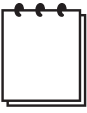


Your Partner’s (or Group Leader’s) Signed Name

*... but one thing I do, forgetting those
things which are behind and reaching
forward to those things which are ahead,
I press toward the goal for the prize of the
upward call of God in Christ Jesus
(Philippians 3:13-14).*


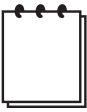
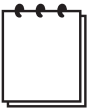





2. Create Your Reading Plan

A great way to ensure your success through this book is to create a reading plan. Simply read through each chapter summary and place a check by the chapters you are interested in reading. Then, sift through your selections and prioritize the steps in order of importance to you; begin reading the book based on your plan.

<input checked="" type="checkbox"/>	Priority	Description of each step/chapter
<input checked="" type="checkbox"/>		<i>Step 1: Getting Geared Up</i> Become the person you truly desire to be and the woman God has called you to be by first understanding how blessed you truly are—a vital key for ensuring your success throughout this book.
<input type="checkbox"/>		<i>Step 2: Establishing Proper Priorities</i> Gain fulfillment and more hours in your day by focusing on what matters most. Look at who or what is controlling your time and how to adjust time, so you have more time, to invest that time in the things of God.
<input type="checkbox"/>		<i>Step 3: Prayerfully Planning Ahead</i> Achieve a sense of purpose in everything you do, by including God in the process of planning your days. You'll work to increase your overall productivity by praying about your day, planning your day wisely, and establishing routines.
<input type="checkbox"/>		<i>Step 4: Exercising and Eating Healthy</i> Understand how important your health is to your ministry. Improve your looks, self-worth, energy level, and quality of life, by taking care of the temple God has blessed you with.
<input type="checkbox"/>		<i>Step 5: Conquering Your Clutter</i> Handle paper, clothes, toys, and collectibles more effectively by understanding whether your clutter is a resource problem or a possession problem; then take steps to eliminate the chaos causing your clutter.

Balancing Blessings and Obtaining Order

☑	Priority	Description of each step/chapter
☐		<p><i>Step 6: Evolving through Productive Pursuits</i> Understand the importance of gaining wisdom and improving your skills and your aptitude as you pursue your passion(s), turn your weaknesses into strengths, and build up your character.</p>
☐		<p><i>Step 7: Reviving Your Relationships</i> Become a more loving daughter, wife, mom, and or friend by improving your relationship skills.</p>
☐		<p><i>Step 8: Making Your Ministry Matter</i> Understand how valuable you are to the body of Christ, and what you can do to make a difference in the lives of others.</p>
☐		<p><i>Step 9: Getting Financially Focused</i> Learn to harness your emotional spending by understanding where your desire to spend comes from. Achieve financial independence by making wise financial decisions—decisions base on biblical wisdom and sound advice. In addition, tap into one of the greatest resources you possess as a giver by investing in yourself, your loved ones, and others.</p>
☐		<p><i>Step 10: Being Divine By Design</i> See how truly beautiful you are in the eyes of God; and how God’s grace, self worth, and walking in modesty can make you even more beautiful.</p>
☐		<p><i>Step 11: Caring for your Castle</i> Impact the members of your household by taking the time to apply your skills and calling to help them achieve personal success. In addition, learn how to deal with unreasonable and excessive demands and how you can effectively care for yourself, your home, and others at the same time.</p>

3. Priority Evaluation.

Priority List	Present	God-Given
God	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Self	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Spouse	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Child(ren)	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Parents	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Friends	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Extended Family	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Career/Job	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Church Ministries	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Diet and Nutrition	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Health and Exercise	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Hobbies	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Vocation/School	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Household Activities	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Recreational Activities	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Social Group Activities	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Volunteer Activities	1 2 3 4 5 6 7	1 2 3 4 5 6 7
Other _____	1 2 3 4 5 6 7	1 2 3 4 5 6 7

4. Combination To-Do List

Master To-Do List	<input checked="" type="checkbox"/>		Weekly Task Tracker	<input checked="" type="checkbox"/>
1.	<input type="checkbox"/>	<i>Monday</i>	1.	<input type="checkbox"/>
2.	<input type="checkbox"/>		2.	<input type="checkbox"/>
3.	<input type="checkbox"/>		3.	<input type="checkbox"/>
4.	<input type="checkbox"/>		4.	<input type="checkbox"/>
5.	<input type="checkbox"/>		5.	<input type="checkbox"/>
6.	<input type="checkbox"/>	<i>Tuesday</i>	1.	<input type="checkbox"/>
7.	<input type="checkbox"/>		2.	<input type="checkbox"/>
8.	<input type="checkbox"/>		3.	<input type="checkbox"/>
9.	<input type="checkbox"/>		4.	<input type="checkbox"/>
10.	<input type="checkbox"/>		5.	<input type="checkbox"/>
11.	<input type="checkbox"/>	<i>Wednesday</i>	1.	<input type="checkbox"/>
12.	<input type="checkbox"/>		2.	<input type="checkbox"/>
13.	<input type="checkbox"/>		3.	<input type="checkbox"/>
14.	<input type="checkbox"/>		4.	<input type="checkbox"/>
15.	<input type="checkbox"/>		5.	<input type="checkbox"/>
16.	<input type="checkbox"/>	<i>Thursday</i>	1.	<input type="checkbox"/>
17.	<input type="checkbox"/>		2.	<input type="checkbox"/>
18.	<input type="checkbox"/>		3.	<input type="checkbox"/>
19.	<input type="checkbox"/>		4.	<input type="checkbox"/>
20.	<input type="checkbox"/>		5.	<input type="checkbox"/>
21.	<input type="checkbox"/>	<i>Friday</i>	1.	<input type="checkbox"/>
22.	<input type="checkbox"/>		2.	<input type="checkbox"/>
23.	<input type="checkbox"/>		3.	<input type="checkbox"/>
24.	<input type="checkbox"/>		4.	<input type="checkbox"/>
25.	<input type="checkbox"/>		5.	<input type="checkbox"/>
26.	<input type="checkbox"/>	<i>Saturday/Sunday</i>	1.	<input type="checkbox"/>
27.	<input type="checkbox"/>		2.	<input type="checkbox"/>
28.	<input type="checkbox"/>		3.	<input type="checkbox"/>
29.	<input type="checkbox"/>		4.	<input type="checkbox"/>
30.	<input type="checkbox"/>		5.	<input type="checkbox"/>

5. Goal Setting Worksheet

<p>Circle the type of goal: career; family and home; educational; financial; spiritual; social and cultural; health and nutrition; personal;</p>		
High-Level Goals	<p>Long-Range (5 to 10 years)</p>	
	<p>Mid-Range (1 to 5 years)</p>	
Low-Level Goals	<p>Short-Range (90 days to 1 year)</p>	
	<p>Immediate (90 days or less)</p> <p><i>Note: These goals should be added to your calendar and Master-Task List</i></p>	

6. Fitness Vision Profile

1. What is your fitness objective (e.g., lose weight, tone up, increase endurance)?

2. What area of fitness do you intend to focus on (e.g., cardiovascular, stretching, muscle strengthening)?

3. What activities do you enjoy doing?

4. Write down your fitness goal(s). Specify activities that you enjoy and plan to do, to help you meet your fitness objective in an area you intend to focus on.

5. Write down a personal commitment to reach your fitness goal(s) in the space provided below:

6. Visualize yourself having met your fitness goal(s). What do you look like? How do you feel? What are you doing differently? Write your vision below:

My 'Health Kick' Commitment

I _____,
Your Printed Name

commit to eating healthy by making healthier food choices. I will refuse to buy or house the following food items that I love and enjoy but are not good for me; and I will replace them with other food items that are better for me, and moves me toward a healthier lifestyle.

<i>Give Up</i>	<i>Replace With</i>
1	1
2	2
3	3
4	4
5	5
6	6
7	7

Your Signed Name

Accountability Partner's Signed Name



8. Clutter Analysis Worksheet

<p>Circle the area evaluating: kitchen, family room, living room, dining room, home office, bathroom, laundry room, play room, master bed room, child room, other _____.</p>	
Possession Problem	<p><input type="checkbox"/> Is the clutter a possession problem—do I <i>have</i> too much stuff or do I <i>have</i> a habit of not putting things away?</p> <p><input type="checkbox"/> If the clutter is a possession problem, what physical items or habits are causing the bulk of my clutter?</p>
Resource Problem	<p><input type="checkbox"/> Is the clutter a resource problem such as lack of time or space?</p> <p><input type="checkbox"/> If the clutter is a resource problem what can be done to better utilize my time, space, or other resources available to me?</p>

Write additional thoughts:

Helping You Identify Your Passion(s)

Using the “Identify Your Passion(s) Worksheet” on the next page; circle what interests you in each of the columns. The type of people you feel compelled to help or serve; the causes you feel compelled to support financially or through active participation; and the activities or tasks you enjoy doing.

Once you have narrowed down the people, causes, and activities, start looking at where God wants you to fulfill your passion(s) at this season in your life. This could be at home, in your local church, in your community, or in a foreign country.

After completing the worksheet, if you are still having a hard time finding your passion, don't fret, keep it in prayer and continue to serve as God leads you—paying close attention to those things, tasks, causes, and people that motivate and energize you.

9. Identifying Your Passion(s) Worksheet

People	Causes	Activities/Tasks
At-Risk Children	Cancer	Acting
Babies	Civil/Legal Rights	Administrating
Childless Couples	Domestic Violence	Advising
College Students	Drinking & Driving	Budgeting
Disabled	Drug Abuse	Building
Divorcees	Environmental:	Coaching
Elderly	Waste/Pollution	Cooking
First Ladies	Family Unity	Counseling
Foreigners	Financial-	Designing
Homeless	stewardship	Developing
Home-Makers	Freedom of Speech	Encouraging
Juveniles	Health Care Crisis	Fixing
Men/Women	HIV/AIDS	Facilitating
Nuclear family	Immigration	Fund Raising
Orphans	Media Influences	Leading
Pastors	Molestation	Lecturing
Pre-teen:	Obesity	Mentoring
Boys/Girls	Peer Pressure	Negotiating
Pregnant Teens	Pro-Life	Operating
Pregnant Women	Public Education	Organizing
Preschoolers	Religious Beliefs	Planning
Prisoners	Separation of:	Programming
Sick and Shut-in	Church and State	Serving
Single:	Sexual Immorality	Singing
Men/Women	Social Injustice	Sketching
Soldiers	Sports Awareness	Teaching
Teen:	Suicide Prevention	Traveling
Boys/Girls	Welfare Crisis	Visiting
Unborn-child	World Hunger	Writing
Widows/Widowers		

Balancing Blessings and Obtaining Order

10. Monthly Household Budget Worksheet¹

INCOME	\$	EXPENSES CONT.	\$
Net (take-home) pay		Non Housing	
Net (take-home) pay		Car loan	
Net overtime pay		Car insurance	
Pension, Social Security benefits		Car taxes	
Investment earnings		Gas and Oil	
Public assistance		Car repairs	
Alimony		Other transportation	
Child support		Un-reimbursed medical	
Other income		Other insurance	
Total Net Monthly Income		Credit Card #1	
		Credit Card #2	
		Credit Card #3	
EXPENSES		Bank loan	
Tithes (10% of Gross Pay)		Student loan	
Housing		Day Care/Tuition	
Rent/Mortgage		Alimony	
Property taxes		Child support	
Insurance		Telephone (Cell)	
Home maintenance		Eating out	
Home improvements		Entertainment	
HOA dues		Clothing	
Electricity		Grooming/Toiletries	
Gas/Oil		Subscriptions	
Water and Sewer		Charitable giving	
Food		Emergency savings	
Telephone (Land Line)		IRA contributions	
Cable TV		Other _____	
Computer/Internet			
Other _____		Total Net Monthly Expenses	

Balancing Blessings and Obtaining Order

Monthly Household Budget Worksheet (cont.)

Income After Expenses (Total Net Monthly Income - Total Net Monthly Expenses): \$ _____

Results: Surplus or Shortage?

¹Worksheet adopted from the Fannie Mae Foundation and modified

11. Characteristics of the Proverbs 31 Woman

Below is a list of character traits of the Proverbs 31 woman. As you glance through the list you will find she is not that much different from you. You might not be all aspects of this wonderful woman, but that does not make you any less wonderful. Put an “x” in the box by those character traits you possess and a “√” by those you believe God is calling you to develop; then take steps to increase those virtues God is calling you to walk-in.

She...

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> is a woman of godly character (walks in the fruit of the Spirit) (10) <input type="checkbox"/> is trustworthy (11) <input type="checkbox"/> consistently blesses (12) <input type="checkbox"/> is a wise shopper (13) <input type="checkbox"/> has selective taste in foods, clothes, and furnishings (13) <input type="checkbox"/> is a diligent worker (13) <input type="checkbox"/> is a great negotiator or better said, “thrifty” (14) <input type="checkbox"/> has godly priorities (15) <input type="checkbox"/> frequently prepares nutritious meals (15) <input type="checkbox"/> is a wise investor (financially responsible) (16) <input type="checkbox"/> is physically fit (takes care of herself) (17) <input type="checkbox"/> is confident in her abilities (18) <input type="checkbox"/> is goal oriented—rarely leaves a project undone (19) <input type="checkbox"/> is compassionate (20) <input type="checkbox"/> is charitable, gives to the poor (20) | <ul style="list-style-type: none"> <input type="checkbox"/> is concerned about the welfare of her family (21) <input type="checkbox"/> is prepared for the days ahead (21) <input type="checkbox"/> is a woman with skills, who regularly develops them (22) <input type="checkbox"/> is a woman who positively influences the people around her (23) <input type="checkbox"/> is business minded (an entrepreneur) (24) <input type="checkbox"/> is rooted a grounded in the Word of God, which strengthens her (25) <input type="checkbox"/> speaks with wisdom and provides wise counsel (26) <input type="checkbox"/> manages her home well and stays productive (27) <input type="checkbox"/> is well thought of by her family and friends (28) <input type="checkbox"/> pursues excellence (29) <input type="checkbox"/> has inner beauty (30) <input type="checkbox"/> reverences God (30) <input type="checkbox"/> reaps and sows love (31) |
|---|--|