

Retirement Readiness Self-Assessment Worksheet

Instructions: Answer each question honestly to evaluate your current retirement planning status. Circle or check your response. Tally your score at the end.

Area	Question	Yes (2 pts)	Somewhat (1 pt)	No (0 pts)
Savings	Do you contribute to a retirement account?			
Contributions	Are you contributing at least 10% of your income?			
Emergency Fund	Do you have 3–6 months' expenses saved?			
Debt	Are you actively reducing debt?			
Knowledge	Do you understand the difference between Roth and Traditional IRAs?			
Investments	Are your investments diversified?			
Emotions	Can you stay calm during market drops?			
Review	Do you review your finances at least twice a year?			

Scoring:

0–6: Getting Started

7–12: Progressing

13–16: On Track

401(k) & IRA Comparison Decision Matrix

Feature	Traditional 401(k)	Roth 401(k)	Traditional IRA	Roth IRA
Contributions	Pre-tax	After-tax	Pre-tax	After-tax
Income Limits	None	None	Yes	Yes
Tax on Withdrawals	Yes	No	Yes	No
RMDs (Required Minimum Distributions)	Yes	Yes	Yes	No
Best For	Lower taxes now	Lower taxes later	Flexible contributions	Long-term tax-free growth

What to Consider:

Do you expect your tax rate to be higher or lower in retirement?

Will you need access to your money before age 59½?

Are you eligible for a Roth IRA based on your income?

Compound Interest Growth Tracker & Visualizer

Instructions: Use this template to project the growth of your retirement savings.

Input	Your Value
Current Age	
Retirement Age	
Monthly Contribution	\$
Annual Return Rate (%)	
Current Savings	\$

Projected Growth Over Time

Use this space to chart balances at 5-year intervals

Age	Estimated Balance

Employer Match Maximizer Table

Employer	Match Percentage	Your Contribution %	Vesting Schedule	Maximize? (Y/N)

Checklist ☒

Asset Allocation & Diversification Strategy Board

Instructions: Allocate your current portfolio by percentage.

Asset Type	Allocation (%)	Notes
Stocks		
Bonds		
Target Date Fund		
Cash		
Other		

Rebalancing Prompts:

Retirement Plan Review Journal (12-Month Guided Log)

Instructions: Complete a short reflection each month.

Month	Wins	Challenges	Investment Notes	Goal for Next Month

Rebalancing Prompts:

- What financial habit did I strengthen this month?
- Did I review my budget or investments?
- What questions do I want to research?

Lifestyle & Budget Alignment Map

Step 1: Define Your Values

What are your top 3 financial values? (e.g., freedom, stability, family support)

Step 2: Map Spending Categories

Spending Category	Monthly Amount	Aligned with Values? (Y/N)	Notes
Housing	\$		
Dining Out	\$		
Travel	\$		
Savings	\$		

Step 3: Adjust as Needed

Reduce spending that doesn't align

Redirect toward savings or value-aligned goals

Emergency Fund & Debt Prioritization Roadmap

Emergency Fund Goal:

Target (3–6 months of expenses): \$_____

Current Balance: \$_____

Monthly Contribution Plan: \$_____

Goal Date: _____

Debt Tracker:

Debt Type	Balance	Interest Rate	Minimum Payment	Priority Level (1–5)

Strategy Notes:

Snowball (lowest balance first)

Avalanche (highest interest first)

Refinance or consolidate?



Bonus: Year-One Action Plan Checklist

Month-by-Month Focus

Month	Action
Month 1	Open or review retirement account
Month 2	Contribute enough to get full employer match
Month 3	Create emergency fund plan
Month 4	Review and set asset allocation
Month 5	Learn about Roth conversions
Month 6	Analyze spending vs. values
Month 7	Automate contributions and debt payments
Month 8	Review investment performance
Month 9	Adjust for tax strategy changes
Month 10	Check for lifestyle creep
Month 11	Rebalance portfolio if needed
Month 12	Reflect and set new goals