

Make an Action Plan

Applying for benefits can feel daunting. Breaking down the process into small steps can help make it feel more manageable.

The **Benefits wayfinder** is a starting point to help you identify benefits you may be eligible for. Use this template to list out your next steps and keep yourself on track.

My goal is to:

Example: Submit my application for the Canada Child Care Benefit by May 2022

What are your next steps?

Break down your goal into smaller, more manageable tasks. A financial coach or support worker can help you with this and identifying resources or supports that you could rely on.

Common tasks to consider:

- Make a binder for all your tax information
- Book follow-up appointment with FE coach
- Register for health card
- Download Notice of Assessment
- Make list of required documents
- Sign up for MyAccount on CRA website
- Find, download, and print application form

Task/ Action	Resources/ Support	Timeline
What do I need to do?	Who/ What can help?	When should this be done?
Example: Clarify documents to collect	Government website or Financial Empowerment coach	End of this week