BETTER FINANCIAL POSITION

QUICK-START GUIDE

BFP Debt Exit

PAYCHECK & DEBT PAYOFF PLANNER

See your debt. Choose your strategy. Track your way out.

> *EDUCATIONAL PLANNING TOOL. BFP Debt Exit does not provide individualized financial, legal, tax, credit or investment advice and is not a debt-relief service. All payoff dates, month counts and interest amounts are ESTIMATES based on what you enter and on simplified assumptions: fixed APRs, monthly interest, on-time payments, no new charges, and paid-off minimums rolled into the next debt. Variable rates, fees, promotional APRs, changing minimums and real life will change results. For advice about your situation, talk with a qualified professional such as a nonprofit credit counselor.*

WHAT'S IN YOUR DOWNLOAD

FILE	WHAT IT IS
BFP_Debt_Exit_v2.0.xlsx	Clean workbook with budget categories ready to fill.
BFP_Debt_Exit_v2.0_DEMO.xlsx	A sample household with six debts, a full budget and bills.
BFP_Debt_Exit_Quick_Start_Guide_v2.0.pdf	This guide.

Opening your files

IF YOU USE...	DO THIS
Microsoft Excel (Windows or Mac, 2016 or newer)	Double-click the .xlsx file. If you see a yellow 'Protected View' bar, click Enable Editing. Formulas calculate automatically.
Excel for the web / Microsoft 365	Upload the .xlsx to OneDrive and open it in the browser.

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IF YOU USE...	DO THIS
Google Sheets (free)	Go to sheets.google.com › Blank › File › Import › Upload, choose the .xlsx, then 'Replace spreadsheet'. Or upload to Google Drive, open it, and choose File › Save as Google Sheets.
Apple Numbers / other apps	Not officially supported. Numbers can open the file, but some formatting, dropdowns and charts may not work. Use free Google Sheets instead.

Two versions are included. ..._DEMO.xlsx is filled with realistic sample data so you can explore every screen right away. BFP_Debt_Exit_v2.0.xlsx is your blank working copy — use it for your real numbers. Save a backup copy before you start customizing.

Colors tell you what to touch. Gold fields are inputs — type in them. Fields marked with a gear icon calculate automatically. Screens with formulas are protected with no password so they can't be overwritten by accident. To customize a protected tab in Excel: Review › Unprotect Sheet. In Google Sheets, protections imported from Excel may appear as warnings you can dismiss or remove under Data › Protect sheets and ranges.

Step 1 — See where your money goes

TAB	WHAT TO DO
MONTHLY BUDGET	Enter planned monthly amounts for fixed bills, variable spending and savings (40 rows; rename categories freely). Use the Actual column to track the month. Don't enter debt payments here — they come from Debt Inventory.
PAYCHECK PLANNER	Enter take-home pay per paycheck, pay frequency and other monthly income. See how each paycheck splits between bills, spending, debt and savings — and what's left. A red warning appears if you've planned more than you earn.
BILLS CALENDAR	List recurring bills with their due day. The calendar shows the total due each day (debt minimums included) and splits the month into 1st–15th and 16th–end to line up with paychecks. Change the calendar month at the top.

Step 2 — Build your way out

TAB	WHAT TO DO
DEBT INVENTORY	Enter up to 10 debts: name, type, current balance, APR, minimum payment and due day. Set the plan start month and the EXTRA amount you can pay each month above all minimums. Add your starting total debt to power the progress bar. A warning appears if a minimum payment doesn't cover the interest.
SNOWBALL PLAN	Pays the smallest balance first while paying minimums on the rest. Each time a debt is paid off, its payment rolls into the next one. See payoff order, estimated payoff month per debt, total estimated interest, and a month-by-month progression.

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TAB	WHAT TO DO
AVALANCHE PLAN	Same, but targets the highest APR first — usually the least interest.
SCENARIO SIMULATOR	Pick Snowball or Avalanche and compare +$0, +$25, +$50, +$100, +$200 and a custom extra amount side by side: monthly payment, months to debt-free, estimated interest, and the difference versus the first column. The chart shows each modeled trajectory.
DASHBOARD	Total debt, minimums, estimated interest this month, a progress bar, your monthly picture, a Snowball vs Avalanche comparison and the projected balance chart.

SNOWBALL OR AVALANCHE?

Avalanche usually costs less interest. Snowball delivers earlier wins, which helps many people stay motivated. The best plan is the one you'll stick with — the Dashboard shows the modeled difference so you can decide.

KEEP IT CURRENT

- Update balances on Debt Inventory once a month (after statements arrive).
- Revisit the Monthly Budget each month and compare Planned vs Actual.
- If an APR or minimum changes, update it — every plan recalculates instantly.

Troubleshooting

WHAT YOU SEE	WHY / WHAT TO DO
Numbers show as 0 or blank	Enter the required gold fields first. Most results stay blank until their row has key information (for example a date, name or amount).
'The cell you're trying to change is protected'	You're typing in a formula cell. Use the gold input cells, or unprotect the sheet if you deliberately want to customize it.
Dropdown won't accept my text	Pick from the list, or add your option to the list on the Settings tab where available.
A value shows #####	The column is too narrow — widen it by dragging the column edge.
Google Sheets chart looks different	Google redraws Excel charts in its own style. The numbers are identical.
A debt shows '30+ yrs'	At that payment level the model doesn't pay the debt off within 30 years — often because the minimum barely covers interest. Try the Scenario Simulator with a higher extra amount.
Payoff dates moved	They're estimates and change whenever balances, APRs, minimums or your extra payment change.

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Important notes

> *Educational planning tool only. Not individualized financial, legal, tax, credit or investment advice. Estimates are not guarantees of savings or payoff dates.*

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