Select the "Financial Health and Resources" template from your workspace, or from the drop-down when you click on "+ Plan Item".

1. Title your Financial Health and Resources template in the first field; this will be the section heading in your APR report. Then, follow the prompts to complete the template sections.

2. Leave the "start" and "end" dates as-is. If you are still working on the template, set the "Progress" to "In Progress," otherwise select "Section Complete."