

How to Use Plan Calc 1

(www.13network.com)

1. Log in to www.13network.com. If you do not have access credentials, see the Trustee's website for an application (www.dcktrustee.com).
2. Access your case.
3. Click on Plan Calc 1 tab (second from the right).
4. Review all of the claims that are listed.
5. Make sure all the claims that are being paid through the plan are listed
Ex: Attorney's fees, Ongoing Mortgage, Secured, Secured-Vehicle, Priority Claims, etc.
6. If a claim is missing, take action. If it is a secured or priority claim, you need to amend the plan to add the claim and make sure a POC is filed or an order entered. If it is a general unsecured claim check the claims register and bring any missing claims to the Trustee's attention. General unsecured creditors need not be individually listed for Plan Calc 1 purposes.
7. Delete any that are not being paid through the plan or that are duplicated.
Ex: Mortgage claims that are in the schedules, but paid outside of the plan. You can tell which ones they are when an amount is only in the "Claimed Amount" Column. You must click on the name, type in 0.00 and **hit enter** to clear the field.
8. If you have a conduit payment (Ongoing Mortgage):
 - a. In the "Coll/Value" column there should be the total amount of the Ongoing Mortgage that will be paid in the plan. Double check your numbers to see if they match the amount listed.
 - b. Click on the Ongoing Mortgage Claim and enter in the amount that is in the "Coll/Value" column in the "Claimed Amount" column and hit enter.
 - c. If there isn't an amount in the "Coll/Value" Column, then you will need to add up the Ongoing Mortgage that will be paid through the plan. (ex: $\$67,440/60 = \1)
 - d. Enter in that amount in the "Claimed Amount" column and the "Coll/Value" Column and hit enter.
9. Secured-Vehicle
 - a. When A/P is being paid in the "Mo" field (far right) the number will be in red. You want that to be yellow and this is how you do it.
 - i. Click on the Creditor and tab over to the interest rate.
 - ii. The interest rate will not be in there if adequate protection is being paid, so you will need to enter in the interest rate.
 - iii. **Enter \$0.00 in the "Monthly Payment" field and hit enter.**
10. Cramdowns

- a. If the vehicle is being crammed down you need to make sure that the cramdown amount is in the "Coll/Value" column. If it is not you need to enter in that amount **and hit enter** or the final number will not be correct.
 - b. **The "Coll/Value" column is very important because it is the amount that will be paid through the plan.**
11. Trustee's %
- a. Click on the Trustee's % (located at the bottom left hand corner) and enter in 10%.
 - b. Even if the Trustee's % is currently lower, you need to calculate funding at 10% because they Trustee's % changes without notice.
12. Payment Schedule
- a. Go to the Debtor 1 Pay Schedule **(this is the only field you will be working with)**
 - b. Calculate the average monthly payment. (Plan Base divided by months of the plan) Ex: $\$25000.00/60 \text{ months} = \416.67 . It is not necessary to enter step payments in this section.
 - c. Enter in the Average monthly payment and **hit enter**.
 - d. Click on the \$ sign next to it. This will update that amount in the system
13. Calculate the **Dividend**
- a. Above the Debtor 1 Pay Schedules field, there is a blue box that says "Unsecured %". Click on the button next to the box that says "Calc"
 - b. Right above the "Unsecured %" box there is a line that says "All Unsecured Creditor". Follow that line over to the Column that says "Amount Allowed" and that number will be the **dividend**, which is the amount that the plan is currently proposing to pay to general unsecured creditors.
 - c. Compare the **dividend** to the numbers listed in Section (L) Paragraphs (1) and (2) of your plan (the Section 1325 analysis).
 - d. If the **dividend** is less than the numbers in Section (L), you need to adjust your plan funding.