



# MONTHLY BUDGET WORKSHEET

## MONTHLY INCOME

TYPE OF INCOME	AMOUNT
Salary	\$
Per Capita Earnings	\$
Food Stamps	\$
Social Security	\$
Child Support	\$
Other	\$
<b>Total Monthly Income</b>	<b>\$</b>

Don't forget to include any seasonal income you may have.

## MONTHLY SAVINGS

TYPE	AMOUNT
Savings Account	\$
Investments	\$
<b>Total Monthly Savings</b>	<b>\$</b>

Be sure to pay yourself first by making monthly contributions to your savings and investments accounts.

## SPENDABLE MONTHLY INCOME

$$\begin{array}{r}
 \$ \\
 \hline
 \text{Total Monthly Income}
 \end{array}
 -
 \begin{array}{r}
 \$ \\
 \hline
 \text{Total Monthly Savings}
 \end{array}
 =
 \begin{array}{r}
 \$ \\
 \hline
 \text{Total Spendable Income}
 \end{array}$$

## ANNUAL EXPENSES

TYPE OF EXPENSE	AMOUNT
Car Insurance	\$
Renter's or Home Insurance	\$
Holidays & Gifts	\$
Vacation & Travel	\$
Other	\$
Other	\$
Total Annual Expenses	\$
<b>Monthly Amount to be Saved for Annual Expenses</b> <i>(Total Annual Expenses ÷ 12)</i>	<b>\$</b>

Avoid surprise expenses that can put you into financial crisis mode. Plan for expenses that come up periodically throughout the year.

**NOTE:** If you mark expenses here, don't include them anywhere else on this worksheet.

## DEBT

CREDIT CARD OR SHORT-TERM LOAN	AMOUNT
	\$
	\$
	\$
	\$
<b>Total Monthly Debt</b>	<b>\$</b>

Include expenses for electricity, gas, water, garbage, and phone here.

## HOUSING

EXPENSE	AMOUNT
Rent or Mortgage	\$
Utilities	\$
Insurance	\$
Repairs	\$
Taxes	\$
<b>Total Housing Expenses</b>	<b>\$</b>

## VEHICLE

EXPENSE	AMOUNT
Loan Payment(s)	\$
Gas / Fuel	\$
Insurance	\$
Maintenance & Repairs	\$
<b>Total Vehicle Expenses</b>	<b>\$</b>

FOOD

EXPENSE	AMOUNT
Groceries	\$
Eating Out	\$
<b>Total Food Expenses</b>	<b>\$</b>

MISCELLANEOUS

EXPENSE	AMOUNT
Church Offerings & Other Charitable Contributions	\$
Childcare	\$
School Tuition & Supplies	\$
Pet Supplies	\$
Entertainment	\$
Clothing	\$
Haircuts	\$
Other	\$
Other	\$
Other	\$
Other	\$
<b>Total Miscellaneous Expenses</b>	<b>\$</b>

To get a really accurate idea of what you are spending your money on, try writing down all of your purchases every day for two weeks.

MONTHLY EXPENSE TOTALS

EXPENSE SUBTOTAL	AMOUNT
Monthly Amount to be Saved for Annual Expenses	\$
Monthly Debt Repayment	\$
Housing Expenses	\$
Vehicle Expenses	\$
Food Expenses	\$
Miscellaneous Expenses	\$
<b>Total Monthly Expenses</b>	<b>\$</b>

Take the totals from all of the expense categories and add them up here.

MONTHLY SURPLUS OR SHORTAGE

$$\begin{array}{r}
 \$ \\
 \hline
 \text{Total Spendable} \\
 \text{Income}
 \end{array}
 -
 \begin{array}{r}
 \$ \\
 \hline
 \text{Total Monthly} \\
 \text{Expenses}
 \end{array}
 =
 \begin{array}{r}
 \$ \\
 \hline
 \text{Total Surplus or} \\
 \text{Shortage}
 \end{array}$$

If this is a negative number, look back through your expenses and find ways to decrease your spending.

If this is a positive number, good job!