



BUDGETING WORKSHEET

It takes a while to form a habit. Use this worksheet to plan out your monthly budget to get your finances on track and make good money management a part of your daily life.

To help yourself stay on track, set some short- and long-term goals for your budget. Want to buy a new couch? A car? A house? Writing down these goals and checking up on them can help you stay motivated to save more and spend less.

MONTHLY INCOME

Paychecks (what you actually bring home after taxes and other deductions)	\$
Other Income (support from family, government benefits after taxes)	\$
TOTAL MONTHLY INCOME:	\$

MONTHLY EXPENSES

Savings*	\$
----------	----

HOUSING	Rent/Mortgage	\$
	Renter's or Homeowner's Insurance	\$
	Utilities (ex: gas, electric)	\$
	Internet, Cable, Phone, Cell Phone	\$
	Other Housing Expenses (ex: property taxes, lawn maintenance)	\$

FOOD & LIVING EXPENSES	Groceries	\$
	Household Supplies (ex: paper towels, cleaning supplies)	\$
	Toiletries (ex: soap, shampoo)	\$
	Laundry	\$

TRANSPORTATION	Car Payment	\$
	Car Insurance	\$
	Car Maintenance (ex: oil changes)	\$
	Car Fuel	\$
	Public Transportation (ex: bus, commuter rail, taxis)	\$
	Other Transportation Costs (ex: parking, tolls)	\$

PERSONAL & FAMILY CARE	Health Insurance (for you and/or family)	\$
	Medicine (for you and/or family)	\$
	Child Care or Education Costs (ex: daycare, private school tuition)	\$
	Child Support Payments	\$
	Clothing/Shoes (for you and/or family)	\$
	Self-Care (ex: haircuts for you and/or family)	\$

*Don't forget to consider this as a bill, and pay yourself first! Putting even a small amount in savings each month will help you reach your short- and long-term goals.

MONTHLY EXPENSES (CONT.)

EDUCATION (Past & Present)	Tuition, Fees, and Books (if presently enrolled or supporting a child in college)	\$
	Student Loans (if formerly enrolled or helping a child make payments)	\$
	Other Education Expenses (for you and/or family members)	\$

FINANCIAL EXPENSES & DEBTS	Credit Card Payments	\$
	Personal or Payday Loan Payments	\$
	Fees for Cashier's Checks and Money Transfers	\$
	Prepaid Credit or Phone Cards (and related fees)	\$
	Financial Institution Fees (ex: checking account fees, ATM fees)	\$

FUN STUFF	Entertainment (ex: movies)	\$
	Travel (ex: bus, train, or plane tickets, hotel costs)	\$
	Eating Out (ex: coffee stops, pizza shops)	\$
	Pampering (ex: extra haircuts or colors, manicures)	\$
	"Fun" Money (money set aside to shop or spend as you'd like)	\$
	Charitable Donations (ex: churches, non-profits)	\$

OTHER (Anything we forgot? Add it here.)		\$
		\$
		\$
	TOTAL MONTHLY EXPENSES:	\$

	-		=	
TOTAL MONTHLY INCOME		TOTAL MONTHLY EXPENSES		SURPLUS OR DEFICIT

If you have a surplus, consider increasing your savings. If you have a deficit, you will need to make some cuts to balance your budget.