



BUDGET PLANNING WORKSHEET

Please fill out the form completely and be honest with yourself. Mark \$0 for expenses that do not apply to you.

MONEY COMING IN EACH MONTH

Total Net Income: *Include take-home pay (if you get paid twice a month, then multiply by 2; if you get paid weekly, then multiply by 4), unemployment benefits, TANF, SSI, disability benefits, bonuses, self-employment income, interest, dividends, assistance from family members, child support received, etc.*

\$	
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MONEY GOING OUT EACH MONTH

Fixed Expenses:

Mortgage or Rent (include HOA fees, if applicable)

\$	
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Savings/Investments - Retirement, emergency, mutual funds

\$	
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Installment Payments - Include auto, credit card payments and loans

\$	
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Taxes (not withheld by employer) - Property, income, social security

\$	
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Insurance - Auto, homeowners, life, health

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Variable Expenses:

Food - Groceries, restaurants, snacks

\$	
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Utilities - Gas, electricity, trash pick-up, telephone (mobile & land line)

\$	
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Home - Furnishings, maintenance, improvements

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Transportation - Gas, bus fare, Uber/Lift, parking, car maintenance

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Clothing & Personal Care - new clothes, dry cleaning, haircuts, hygiene products

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Entertainment/Gifts - Recreation (movies, concerts, cable TV, Netflix, etc.), vacation, gifts

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Medical/Dental - Not covered by insurance

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Child Care

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Miscellaneous: _____

\$	
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Total Expenses

\$	
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Surplus (+) or Deficit (-)?

Subtract your estimated expenses from your net income to determine if you have a surplus (extra money +) or a deficit (not enough money to cover expenses -).

Annual
(9 or 12 Months)

Monthly

Income: \$ _____	Income: \$ _____
-Expenses: \$ _____	-Expenses: \$ _____
= (+ or -) \$ _____	= (+ or -) \$ _____