

# Spring Training

## What's in Your Budget

### Budget: Then, Don't Budge

Use the worksheet below to figure out your income and total expenses this month. Then, use what you learned to plan next month's budget.

### Make a Budget

Use this worksheet to see how much money you spend this month. Then, use this month's information to help you plan next month's budget.

Some bills are monthly and some come less often. If you have an expense that does not occur every month, put it in the "Other expenses this month" category.

**MONTH** \_\_\_\_\_ **YEAR** \_\_\_\_\_

#### My income this month

Income	Monthly total
Paychecks (salary after taxes, benefits, and check cashing fees)	\$
Other income (after taxes) for example: child support	\$
<b>Total monthly income</b>	<b>\$</b>

**Income**

#### My expenses this month

	Expenses	Monthly total
<b>HOUSING</b>	Rent or mortgage	\$
	Renter's insurance or homeowner's insurance	\$
	Utilities (like electricity and gas)	\$
	Internet, cable, and phones	\$
	Other housing expenses (like property taxes)	\$

## Make a Budget

**FOOD**

Groceries and household supplies	\$
Meals out	\$
Other food expenses	\$

**TRANSPORTATION**

Public transportation and taxis	\$
Gas for car	\$
Parking and tolls	\$
Car maintenance (like oil changes)	\$
Car insurance	\$
Car loan	\$
Other transportation expenses	\$

**Expenses**

**Monthly total**

**HEALTH**

Medicine	\$
Health insurance	\$
Other health expenses (like doctors' appointments and eyeglasses)	\$

**PERSONAL AND FAMILY**

Child care	\$
Child support	\$
Money given or sent to family	\$
Clothing and shoes	\$
Laundry	\$
Donations	\$
Entertainment (like movies and amusement parks)	\$
Other personal or family expenses (like beauty care)	\$

**FINANCE**

Fees for cashier's checks and money transfers	\$
Prepaid cards and phone cards	\$
Bank or credit card fees	\$
Other fees	\$

## Make a Budget

$$\begin{array}{c} \$ \text{ [ ] } \\ \text{Income} \end{array} - \begin{array}{c} \$ \text{ [ ] } \\ \text{Expenses} \end{array} = \$ \text{ [ ]}$$

September 2012 | Federal Trade Commission | [consumer.gov](http://consumer.gov)

### More income than expenses?

That's great! Figure out how much you want to save or put towards paying down debt.

### More expenses than income?

Don't worry, there's almost always room for improvement. Take a closer look at your budget to see if there's anything else you can cut. If you can't find a way to reduce expenses, it might be a good idea to talk with a financial planner.

*Budgets only work if you stick to them!  
Unexpected expenses will always pop up,  
but sometimes it's just about willpower.  
Consider whether each purchase is really  
worth it.*



# Employer Activity Tracking

Please complete the following information and submit it to your employer to receive credit for this activity:

Name:

Date:

Did you create a budget?

YES     NO

Are you satisfied with the outcome or your progress toward your goal?

YES     NO

Did you determine a time each day or week to review your finances, or do you have another plan in place to continue to monitor your finances?

YES     NO