

Sample Budget Worksheet

This **sample** budget worksheet has some numbers filled in. We've included some extra items (such as magazines), just to give you an idea of the type of things that you should include in your budget. **For a blank form that you can complete, go to p. 2 of this document.**

Important:

1. In this example—as in real life—some expenses occur weekly while others occur once a year.
2. Notice that the main source of income is earned weekly, but our chart asks us to keep track of totals by month (“Monthly Budget Amount” and “Monthly Actual Amount”). Remember to multiply the weekly income by four to get your monthly income.
3. In this example, the person budgeted to spend \$2.00 more each month. That is why we show \$2.00 in the final “Difference” cell of our chart.
4. Notice that in the “Movies” category, the person spent \$10 more than planned while in the “Clothing” category the person spent \$10 less than planned. **What does this mean to you?** Watch out for the areas in your life where you tend to spend a little bit more. It’s too easy to go over your budgeted amount!

Category	How Often	Monthly Budget Amount	Monthly Actual Amount	Difference
INCOME				
Wages/Income	Weekly	\$480.00	\$480.00	\$0.00
Interest Income (e.g., from your savings account)	Monthly	\$ 3.60	\$ 3.60	\$0.00
INCOME SUBTOTAL		\$483.60	\$483.60	\$0.00
EXPENSES				
Taxes				
Rent/Mortgage				
Utilities				
Groceries/Food		\$120.00	\$120.00	\$ 0.00
Clothing	monthly	\$ 50.00	\$ 40.00	\$10.00
Shopping				
Entertainment				
CDs	6 times/year	\$12.00	\$10.00	\$ 2.00
Movies	2 times/month	\$30.00 (including treats)	\$40.00	-\$10.00
Concerts	1 time/year			
Magazines				
Car Payment	monthly	\$250.00	\$250.00	\$0.00
Long-term Savings		\$50.00		
Emergency Savings		\$0.00		
Tax-deductible Expenses		\$0.00		
Miscellaneous/Other		\$0.00		
EXPENSES SUBTOTAL		\$462.00	\$460.00	\$2.00
NET INCOME (Income – Expenses)		\$ 21.60	\$ 23.60	\$2.00

