**Make a Budget 100 points**

For this assignment, you will be using the job you chose before school closed. You will also use the monthly salary you calculated before school closed. If you do not have this, look up a career and monthly salary on your phone or a parent/guardian’s phone.

**What is a budget?**

A budget is a plan that is written to decide how you will spend your money each month. A budget helps you make sure you will have enough money every month. Without a budget, you might run out of money before your next paycheck.

**Why do I want a budget?**

A budget shows you how much money you make and how you spend your money. By creating a spending plan, you can arrange the financial items in your life that are needs versus wants.

**For example**, your budget might show that you spend $100 on clothes every month. You might decide you can spend $50 on clothes. You can use the rest of the money to pay bills or to save for something else.

**Why should save money?**

You might need money for an emergency. You might need to buy something more expensive, like a car. Saving money might help you buy a car, put a security deposit on an apartment, or pay for something else expensive.

**How do I start a budget?**

1. Write down how much money you make. This is your **income.**
2. Write down your **expenses**. An **expense** is money you spend.
3. Subtract your expenses from how much money you make (**Income).** If the number is less than zero, you are spending more money than you make. Look for things in your budget you can reduce or eliminate. Remove something you do not need or find a way to spend less.

**Make a Budget**

**What if I don’t get paid every month?**

Some people do not get paid every month. If you expect things to be as they were last year, do this:

Add all the money you earned last year

Divide that number by 12. This is about how much money you will have each month.

**For Example**

Last year my paychecks added up to $30,000.

$30,000 ÷ 12 = $2,500

I had about $2,500 each month.

**Make a Budget**

Use this worksheet to see how much money you spend this month.

# My income this month

Income Monthly total

|  |  |
| --- | --- |
| Paychecks (salary after taxes, benefits, and check cashing fees) | $ |
| Other income (after taxes) for example: child support | $ |
| **Total monthly income** | $ |

**Income**

**Make a Budget**

# My expenses this month

Expenses Monthly total

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **HOUSING** | |  |  | | --- | --- | | 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) | $ | |
| **FOOD** | |  |  | | --- | --- | | Groceries and household supplies | $ | | Meals out | $ | | Other food expenses | $ | |
| **TRANSPORTATION** | |  |  | | --- | --- | | Public transportation and Uber | $ | | Gas for car | $ | | Parking and tolls | $ | | Car maintenance (like oil changes) | $ | | Car insurance | $ | | Car loan | $ | | Other transportation expenses | $ | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **HEALTH**  **PERSONAL AND FAMILY** | |  |  | | --- | --- | | Medicine | $ | | Health insurance | $ | | Other health expenses (like doctors' appointments and eyeglasses) | $ | | | |
| |  |  | | --- | --- | | Prepaid cards and phone cards | $ | | Bank or credit card fees | $ | | 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) | $ | | | |
|  |  | | |
| **OTHER** | |  |  | | --- | --- | | School costs (like supplies, tuition, student loans) | $ | | Other payments (like credit cards and savings) | $ | | Other expenses this month | $ | | | |
| **Total monthly expenses** | $ |

**Expenses**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| |  | | --- | | $ | |  | |  | | --- | | $ | |  | |  | | --- | | $ | |

**Income Expenses**

Maybe your income is more than your expenses. You have money left to save or spend.

Maybe your expenses are more than your income. Look at your budget to find expenses to cut.

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