

Your Monthly Budget Worksheets

Use these worksheets to track your household income and expenses for one month. For each expense, jot down what you estimate you spend in the "Estimate" column, then write down what you actually spent in the "Actual" column. Next, calculate the difference between your estimated and actual expenses in the "Difference" column. Finally, determine if the expense is a "Must-Have" or "Want."

On the final page, calculate your net income by subtracting your monthly expenses from your monthly income.



Make sure you cover all expenses. You may find some of your expenses vary from month to month, so you may want to track your spending for three months.

Income	Actual
Monthly pay (after taxes)	
Alimony or child support	
Interest income	
Other income:	
Other income:	
Total Monthly Income	

Budget for the month of:

Expenses	Estimate	Actual	Difference	Must-Have or Want?
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Home

Mortgage/rent				
Second mortgage				
Property taxes				
Homeowner's insurance				
Association dues				
Repair/maintenance				
Other:				
Total Home Expenses				

Utilities

Electric				
Gas/oil				
Water/sewer				
Phone (landline)				
Phone (cell/family plan)				
Other:				
Total Utilities Expenses				

Food/Household Items

Groceries/household items				
Eating out (meals, snacks, coffee)				
Other:				
Total Food/Household Expenses				

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Expenses Estimate Actual Difference Must-Have or Want?

Transportation

Car payment 1				
Car payment 2				
Gas				
Car insurance				
Repairs/maintenance				
Other:				
Total Transportation Expenses				

Health/Grooming

Health insurance				
Prescription medication				
Gym/health club				
Grooming (hair, nails)				
Other:				
Total Health/Grooming Expenses				

Family/Pets

Childcare/babysitting				
Child support				
Alimony				
Allowances				
Tuition and fees				
Pet food, supplies, veterinarian				
Other:				
Total Family/Pet Expenses				

Entertainment/Recreation

Cable TV, Internet, streaming services				
Movies, concerts, other events				
CDs, DVDs				
Newspapers, magazines, books				
Clubs, sports, hobbies				
Vacations				
Other:				
Total Entertainment/Recreation Expenses				

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Expenses	Estimate	Actual	Difference	Must-Have or Want?
Debt				
Credit card 1				
Credit card 2				
Credit card 3				
Student loan 1				
Student loan 2				
Personal loan				
Other:				
Other:				
Other:				
Other:				
Total Debt Expenses				
Expenses: Savings/Investing				
Emergency savings				
College/education savings				
Retirement (403(b), 457(b), IRA)				
Short-term goal 1				
Short-term goal 2				
Short-term goal 3				
Long-term goal 1				
Long-term goal 2				
Long-term goal 3				
Other:				
Total Savings/Investing Expenses				
Expenses: Miscellaneous				
Gifts (family, friends)				
Donations (church, charities)				
Other:				
Total Miscellaneous Expenses				N/A

Now that you have a completed budget, you have a realistic idea of your monthly income and expenses. To figure out your net income, simply subtract your monthly expenses from your monthly income.

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Monthly Income

Monthly Expenses

Net Income



If your monthly expenses exceed your monthly income, look for ways to cut back on your expenses. If your "Must-Haves" exceed your monthly income, then you'll need to find ways to supplement your income with part-time work or other resources. Consider cutting back or cutting out items you list as "Wants."