

Monthly Budget Worksheet

Write down what comes in and what goes out for one month. Seeing the whole picture is the first step to a plan that works.

Month: _____

Money coming in

A	My take-home pay	\$
B	Partner's take-home pay	\$
C	Side work or business	\$
D	Rental income	\$
E	Benefits or support	\$
F	Other	\$
	Total income	\$

Saving first

1	Emergency fund	\$
2	Retirement (401(k), IRA)	\$
3	Other goals (home, school)	\$
	Total saving	\$

Money going out

4	Rent or mortgage	\$
5	Utilities and phone	\$
6	Groceries and household	\$
7	Car, gas and transit	\$
8	Insurance	\$
9	Child care and school	\$
10	Debt payments	\$
11	Support for family	\$
12	Eating out and fun	\$
13	Subscriptions	\$
14	Gifts and festivals	\$
15	Other	\$
	Total spending	\$

The result

	Total income minus total saving minus total spending = money left over (or short)	\$
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A simple starting guide: 50/30/20. About half of take-home pay for needs, 30 percent for wants, and 20 percent for saving and paying down debt. Adjust it to fit your family; the habit matters more than the exact split.

This month I will

- ☐ Track every purchase, including small cash spending, for the whole month.
- ☐ Set up an automatic transfer to savings on payday.
- ☐ Review this sheet with my spouse or family at the end of the month.