

# Monthly Budget Worksheet

Plan your monthly budget by tracking income and expenses. Print this page (Ctrl+P) and fill it out by hand, or save as PDF.

Last updated March 2026

Name: \_\_\_\_\_ Month / Year: \_\_\_\_\_

## Part 1: Monthly Income

List all sources of income you expect to receive this month.

| Income Source               | Amount |
|-----------------------------|--------|
| Job / Wages (after taxes)   | _____  |
| Allowance                   | _____  |
| Side Job / Freelance        | _____  |
| Other: _____                | _____  |
| Other: _____                | _____  |
| <b>Total Monthly Income</b> | _____  |

## Part 2: Monthly Expenses

List what you plan to spend this month. Use the "Planned" column before the month starts and the "Actual" column at the end of the month.

| Expense Category   | Planned | Actual |
|--------------------|---------|--------|
| <b>Needs (50%)</b> |         |        |
| Housing / Rent     | _____   | _____  |
| Food / Groceries   | _____   | _____  |
| Transportation     | _____   | _____  |
| Utilities          | _____   | _____  |
| Phone / Internet   | _____   | _____  |
| Insurance          | _____   | _____  |

| Expense Category              | Planned | Actual |
|-------------------------------|---------|--------|
| <b>Wants (30%)</b>            |         |        |
| Entertainment                 | _____   | _____  |
| Dining Out                    | _____   | _____  |
| Clothing                      | _____   | _____  |
| Subscriptions                 | _____   | _____  |
| Personal Care                 | _____   | _____  |
| <b>Savings (20%)</b>          |         |        |
| Emergency Fund                | _____   | _____  |
| Long-term Savings             | _____   | _____  |
| Other: _____                  | _____   | _____  |
| <b>Total Monthly Expenses</b> | _____   | _____  |

### Part 3: Budget Summary

|                                  |       |
|----------------------------------|-------|
| Total Monthly Income             | _____ |
| Total Monthly Expenses (Planned) | _____ |
| Remaining (Income – Expenses)    | _____ |

#### Savings Goal Tracker

What am I saving for? \_\_\_\_\_

Total amount needed: \$ \_\_\_\_\_

Amount saved so far: \$ \_\_\_\_\_

Amount to save this month: \$ \_\_\_\_\_

Months until goal reached: \_\_\_\_\_

### Reflection Questions

1. Was your actual spending higher or lower than planned? Why?

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2. Which category was hardest to stay on budget for?

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3. What would you change about your budget next month?

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