



## Help With Budgeting

Managing your money can feel overwhelming, but it doesn't have to be.

Whether you're trying to stretch your income, cut back on spending, or save for something important, this resource provides some help to get you started. You'll learn how to:

- Understand what money comes in and what goes out
- Spot areas where you can save
- Make small changes that add up over time

Use this on your own, with your partner, family member or another person you trust. The more honest and detailed you are, the more helpful this will be.

### Get to Know Your Money

It's difficult to get a clear picture and manage your money, until you know where it's going. This budgeting sheet helps you see what money comes in and what money goes out in your household.

#### Step 1: What Money Comes In?

Write down all the money your household gets each month:

Income (Monthly)	Amount £
Wages or salary (include partners)	
Benefits or pension	
Child support or maintenance	
Other income (e.g.: side job)	
<b>Total Income</b>	<b>£</b>

## Step 2: What Money Goes Out?

Write down all the money your household spends each month:

Outgoings / Expenses (Monthly)	Amount £
Housing costs - rent or mortgage	
Fuel and energy costs - electricity / gas	
Loans, credit payments or overdraft fees	
Council tax	
Food, groceries and clothing	
Travel costs (e.g. bus, car, fuel)	
Mobile, landline and broadband costs	
Childcare and child maintenance costs	
Insurance (e.g. life, car, household)	
Subscriptions	
Other spending (e.g. hobbies, cigarettes, eating out)	
<b>Total Outgoings</b>	<b>£</b>

## Step 3: What's Left?

Total Income – Total Expenses = £ \_\_\_\_\_

My total monthly income is:	£
My total monthly outgoings are:	£
This leaves me an available income of:	£



If you have money left over, great! You can save or make plans.

If you're spending more than you earn, i.e.: your outgoings are more than your income, look at where you can make changes.

## Want to Save Money?

Whether you're tightening your budget or planning for a big financial goal, finding ways to save money can make a huge difference. This checklist is designed to help you identify practical, everyday strategies to cut costs, build savings and make the most of your income.

Small habit changes may seem minor, but over time they add up:

- **Make coffee at home** - saving £3.00 a day on buying coffee can save you up to £1,000 a year.
- **Packed lunch instead of buying** - saving £5.00 a day by making a packed lunch can save you well over £1,000 a year.
- **Two less take-aways a month** – saving £40.00 a month can save you £500 a year or more.

## Change Your Habits

- Set a daily, weekly, or monthly budget
- Plan your meals and stick to a shopping list
- Turn down or switch off the heating when its not needed
- Turn off lights and devices when not in use
- Air dry clothes instead of using a tumble dryer
- Say "NO" to going out or spending when you don't need to
- Say "NO" to children when something isn't affordable
- Shop around, you may find items cheaper in another shop
- Pick a cheaper brand instead of your usual one
- If you can, share a car, take the bus, or walk instead of driving
- Try and cut out expensive habits, e.g.: smoking, drinking, regular takeout food

## Check Your Providers

- Change your mobile phone contract to a cheaper one
- Compare and switch your electricity or water provider
- Shop around for cheaper car or home insurance and always ask for a better deal
- Reduce your TV package
- Lower your broadband costs
- Cancel subscriptions you don't use

## Save or Make Money Without Spending

- Compare prices before you buy anything
- Use coupons, vouchers, or cashback websites
- Sell things you don't need anymore
- Ask for a discount when buying

## Maximise Your Income

- Fill out a benefit check form to see what help you can get
- Put money into a savings account
- Review your bank account and switch if needed

# Our household budget planner



Use this planner to help you work out how to budget your family finances

- Fill in the appropriate boxes below and then work out the total for each section.
- Once you've filled in each of the steps, you can 'do the maths' by taking all of your total outgoings from your total income.
- You can work out your total outgoings by adding step 2+3+4+5+6.
- You are then left with your total remaining for the month.
- If you are left with a negative number, you may want to review your budget planner.



Month

## Step 2

### Housing

Rent or mortgage	£
Council Tax	£
Home Insurance	£
Other Insurances	£
Repairs & maintenance	£
Other	£
<b>Total for this month</b>	<b>£</b>

## Step 3

### Utilities

Electricity	£
Water	£
Gas/Heating	£
Phones (landlines & mobiles)	£
Internet	£
TV License	£
<b>Total for this month</b>	<b>£</b>

## Step 4

### Debt/Loans

Credit Card 1	£
Credit Card 2	£
Credit Card 3	£
Student Loan	£
Car loan (repayments) 1	£
Car loan (repayments) 2	£
<b>Total for this month</b>	<b>£</b>

## Step 5

### Family Expenses

Food shopping	£
Clothes & accessories	£
Childcare	£
Health (Doctors/Dentist)	£
Savings	£
Holidays	£
School Tuition	£
School fees (School trips, lunches, uniform, stationery)	£
Parents' hobbies	£
Children's hobbies	£
Travel (commuting costs, petrol)	£
Children's pocket money	£
Other	£
<b>Total for this month</b>	<b>£</b>

## Step 6

### Miscellaneous

Gym membership	£
Eating out	£
Entertainment (e.g. bowling, cinema, gaming etc)	£
Beauty treatments (hair, nails etc)	£
Charity	£
Cleaning services	£
Health (hospital, dentist etc)	£
Presents (birthdays, Christmas, new baby etc)	£
Pets	£
Car repairs	£
Buying gifts	£
Other	£
Other	£
<b>Total for this month</b>	<b>£</b>

## Do the maths

Step 1 = total income

Total income  
£

Step 2 + Step 3 + Step 4 + Step 5  
+ Step 6 = total outgoings

Total outgoings  
£

=

Total remaining  
£

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## Step 1

### Monthly Family Income

Salary/Wages 1	£
Salary/Wages 2	£
Bonuses	£
Gifts (birthdays, Christmas etc)	£
Refunds	£
Savings	£
Child support/benefit	£
Other government benefits	£
Board (do you charge your children board or have a lodger)	£
<b>Total for this month</b>	<b>£</b>