

HOW TO USE YOUR CUSTOMIZABLE MONTHLY BUDGET WORKSHEET

1. Select "File" from the menu bar above > "Make a Copy"

(To save this copy to your own Google Drive)

OR

Select "File" from the menu bar above > "Download as" > "Microsoft Excel"

(To save and edit this document in Microsoft Excel)

2. On the "Brainstorm" tab, quickly jot down all the things you spend money on, in any give month.

– Do a mental recap of anything you have spend money on that you can think of.

3. Review expenses in each category and adjust as needed.

– Remove any categories not relevant to your situation.

– Add any categories you are currently spending money in that are not listed (*See: Brainstorm sheet*).

4. Enter your after-tax income in cell H2

5. Enter all your estimated expenses and adjust, as needed

– Your NET should be greater than 0.

– If your NET is negative, you are spending more than you earn. You will need to adjust your spending habits.

6. Questions? Email hello@msindependcent.com and we will get back to you!

QUESTIONS/PROMPTS TO IDENTIFY WHERE YOU ARE CURRENTLY SPENDING MONEY

1. Write down all the places you have spent money in the past week.

(Eating out, gas, Uber, fun with friends, pharmacy, clothing, etc.)

2. Online purchases you've made in the past month (Amazon, Clothing, Books, etc).

3. Review your Venmo, PayPal and credit card statement to jog your memory. Add any additional expenses below.

QUESTIONS/PROMPTS TO IDENTIFY YOUR BUDGET MOTIVATION

1. What would you do/have, if money were no object? List as many as you can.

(Home life, travel, creature comforts, experiences...)

2. Review your list above, and identify your top 1-2 priorities.

3. What would you be willing to sacrifice, in terms of your spending, in order to achieve your top financial goals?

BUDGET PLANNING WORKSHEET

by MsiIndependent.com

MONTH _____

INCOME	\$	-
EXPENSES	\$	-
NET	\$	-

A budget is telling your money where to go instead of wondering where it went.

CATEGORY	PROJECTED SUBTOTAL
Savings (10-15%)	\$0.00
Emergency Fund (3-6 Months)	
Retirement	
Long-Term Savings	
Giving	\$0.00
Tithing	
Charitable Contributions	
Housing (25-35%)	\$0.00
Mortgage / Rent	
Taxes / Fees	
Maintenance	
Utilities (5-10%)	\$0.00
Gas	
Electric	
Water	
Garbage	
Cable/Internet	
Phone	
Food (5-15%)	\$0.00
Groceries	
Eating Out	
Coffee Shops	
TRANSPORTATION	\$0.00
^s Car Replacement	
Gas	
Oil	
Repairs & Tires	
License & Registration	
Parking	

CATEGORY	PROJECTED SUBTOTAL
Health & Wellness	\$0.00
Doctor Visits	
Gym / Group Classes	
Prescriptions	
Vitamins	
Insurance	\$0.00
Health Insurance	
Dental Insurance	
Vision Insurance	
Auto Insurance	
Homeowners/Renters Insurance	
ID Theft Insurance	
Debt	\$0.00
Student Loans	
Credit Card #1 _____	
Credit Card #2 _____	
Car Loan	
Personal	\$0.00
Personal Development	
Cosmetics/Toiletries	
Hair	
Clothing (2-7%)	
Laundry/Dry Cleaning	
Household Supplies	
Gifts	
Entertainment	
^s Vacation and Travel	
Discretionary	

^s Sinking fund = Putting \$ aside each month to pay the expense in full when it next comes.