

This is the way I spend my money.



Iowa 4-H
Youth Development

Personal spending plan for

Name _____

Address _____

County _____

Year _____

Grade _____



IOWA STATE UNIVERSITY
University Extension

This is the way I spend my money.

Why keep track of spending?

To have a record of money you received.

To have a record of how your money was spent.

To help you save and spend more wisely.

How do I track my personal spending?

Each day that you have income, savings, and/or expenses, record them in the appropriate row for that date.

Money on hand at the beginning of the month

Begin by recording the amount of money you have on hand at the beginning of the month in your purse or wallet, piggy bank, or savings account. Record this information on the appropriate "Income, savings, and expenses summary for the month of _____" page.

Income

In the row for the appropriate date, write the amount of income in the "Amount" column. In the "Source of income" column, write the source of the money you received. For example, you may receive money from parents, allowance, paid work, sale of items, interest on bank account, or cash gift. If money is taken from savings or your piggy bank, write "savings" as the source of income.

Savings

In the row for the appropriate date, write the amount in the "Amount deposited in savings or piggy bank" column for all money from income, including interest, that is deposited in a piggy bank or financial institution for use for larger purchases or emergencies in the future. Interest

earned on your account at a financial institution is recorded as income and categorized as a deposit to savings. For money withdrawn from savings (including piggy bank) during the month, record amount withdrawn in the "Savings" section "Amount withdrawn from savings" column.

Planned expenses for the month

The "Planned expenses for the month" row, near the bottom of the each month's spending record, is to help you make a plan for spending your money for the month. At the beginning of the month estimate how much you plan to spend in each category, such as "Meals and snacks," "Clothing," etc. These estimates will vary each month. For example, in August you may plan to spend more on clothing and education as you prepare for school to start. In December you may plan to spend more on gifts. The estimate is a guide. Do not be disturbed if your actual spending is not exactly like your estimate. After records have been kept for a few months, you can base your estimates on your previous spending.

Actual expenses for each month

Record actual expenses in the columns in the "Expenses" section using the "Amount I spent in each category" columns. The same row for a given date may be used for income, savings, and expenses. In the "Items on which I spent my money" column in the "Expenses" section, write all the items you spent money on that day and the amounts. Then, decide which category each of the items fits in and write the amount of the expense in the appropriate column. If more than one item fits in an expense

category, add the amounts together and write the total in the appropriate column. For example, candy \$.65 and pop \$.75 were purchased on the seventh day for a total of \$1.40 to be recorded in the meals and snacks category.

Items charged should not be recorded in the expense categories until they are actually paid for. Use the "Charge record" page near the back of the booklet to list charges until they are actually paid. Record the expense in the month and on the date actually paid, and note the date paid on the "Charge record."

Categories of money spent

Meals and snacks. Meals eaten away from home, snacks, candy, soda pop, gum, etc. purchased at stores, restaurants, or from vending machines.

Clothing. All clothing items and accessories (shirts, pants, dresses, shorts, tops, shoes, jewelry, socks, coats, etc.), and expenditures for dry cleaning, laundry, storage, garment or shoe repair, etc.

Recreation/entertainment. Movies, videos, athletic events, dates, concerts, fairs, fun trips, sports and play equipment, stereos/sound equipment, CDs, camera and film, stamps, stationery, phone bills, etc.

Personal care. Hair care products, haircuts and styling, toothpaste, cosmetics, deodorant, etc.

Education. School supplies, school fees or tuition, books, magazines, music lessons, board and room (if away from home and attending school), educational organizations, such as 4-H, etc.

Transportation. Car loan payment, gas, car maintenance, car insurance, license, bus fare, bicycle expenses, etc.

Gifts and contributions. Religious or charitable organizations, gifts to other persons, etc.

Blank column

The blank column is for any expense category you may wish to keep separate to track a particular expense or for another category of item not already included. For example, you may choose to have a category for “Home improvement” (items purchased for your room or any part of the house or yard, such as curtains, bedding, paint, etc.) or “Health care” (medicines, doctor, dentist, hospital, or health insurance) or another category particular to your spending habits. Try to keep categories consistent throughout the year so you can total them on your year-end record at the end the book.

Totals

1. To make summarizing easier, there are two places for totals. Each day add expenses across the page from the “Amounts I spent in each category” and put the total amount under the “Total expenses” column.

2. At the end of the month, total the amounts in each column. Write the total for each column in the “Totals” row at the bottom of the page.

3. To help you decide whether your money was wisely spent, check one column against another. For example, how does the amount spent for “Recreation” compare to the amount you planned to spend? How does it compare to the amounts you spent in other categories?

4. Add the expense amounts in the “Totals” row at the bottom of the page. This figure should be the same as the sum of the vertical column headed “Total expenses.” Adding expenses two different ways helps to check the accuracy of your record-keeping. If the totals don’t match, check to see where your errors are.

5. Enter totals for each month at the back of the book on the “Summary of money received, saved, and spent during the year of _____” page to be ready to do your yearly totals.

Reviewing and evaluating your finances

Compare actual totals to estimates in the bottom row by putting a +, −, or = sign in each column that is not shaded. If the total is greater than the estimate, you’ll end up with a + in the last row. If the total is less than the estimate, you’ll end up with a − in the last row.

At the end of each month complete the summary and evaluation pages to see how you did. Next, make plans for the next month.

At the end of the year, complete the “Summary of money received, saved, and spent during the year of _____” at the end of the book.

Answer the questions about what you learned this year and set some goals for next year.

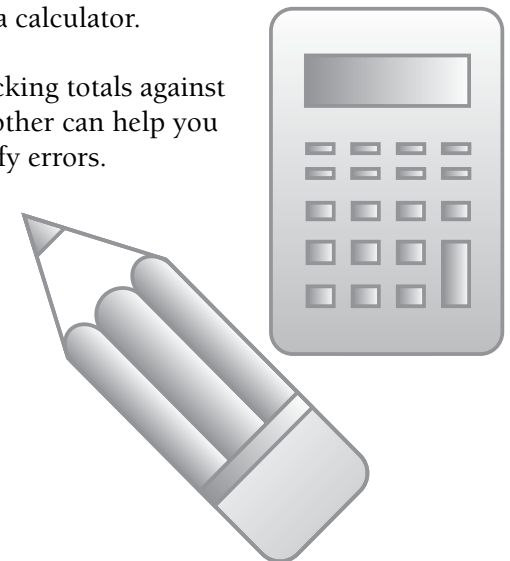
Finally, buy your new spending book for the next year at the county extension office.

Tips

- Keep all your supplies and materials together in a drawer, a box, or a basket.
- Set aside a specific place—a desk or the kitchen table—to record this information.
- Save receipts to help you remember what you have spent.
- For the first month or so you will probably want to record your income, savings deposits, and purchases on a daily basis. As you get in the habit of keeping records, you may feel comfortable doing this once a week.
- Use a pencil—changes and corrections will be easier!
- Double-check the accuracy of financial records.

· Use a calculator.

· Checking totals against each other can help you identify errors.



Money received and spent during the month of January

A sample page of a spending plan.

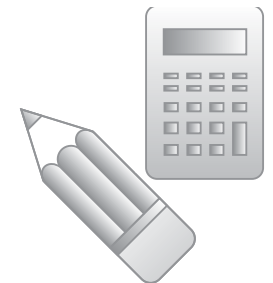
Date	Income		Savings		Items on which I spent my money	Expenses								Total expenses
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank		Amounts I spent in each category								
Date	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Meals and snacks	Clothing	Recreation/entertainment	Personal care	Education	Transportation	Gifts and contributions		Total expenses
1	15.00	shoveling snow												
2					school supplies 4.30					4.30				4.30
3														
4														
5	10.00	Grandma												
6														
7	5.00	allowance			candy .65, pop .75, shirt 9.45		1.40	9.45						10.85
8														
9														
10														
11					bus fare 2.00						2.00			2.00
12														
13														
14	5.00	allowance	5.00											
15														
16					movie 4.00, snack 3.00	3.00		4.00						7.00
17														
18														
19														

Money received and spent during the month of January (continued) *A sample page of a spending plan.*

Date	Income		Savings		Items on which I spent my money	Expenses								
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank		Amounts I spent in each category								
Date	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Meals and snacks	Clothing	Recreation/entertainment	Personal care	Education	Transportation	Gifts and contributions		Total expenses
20														
21	5.00	allowance	5.00											
22	10.00	shoveling snow	5.00											
23					4-H project materials 4.10					4.10				4.10
24					lunch 3.99	3.99								3.99
25														
26					shampoo 3.12				3.12					3.12
27														
28	5.00	allowance												
29				5.00	birthday gift for Mom 8.25							8.25		8.25
30														
31	.50	savings interest	.50											
Totals	55.50		15.50	5.00		8.39	9.45	4.00	3.12	8.40	2.00	8.25		43.61
Estimates	50.00		10.00	0	Planned expenses for the month	7.00	10.00	4.00	5.00	6.00	3.00	8.00		43.00
Compare +, -, or = *	+		+	+		+	-	=	-	+	-	+		-

***Directions for "Compare"**

Indicate with a plus sign (+) the columns in which your estimate was greater than your total.
 Indicate with a minus sign (-) the columns in which your estimate was less than your total.
 Indicate with an equal sign (=) the columns in which your estimate was equal to your total.



Income, savings, and expenses summary for the month of *January*

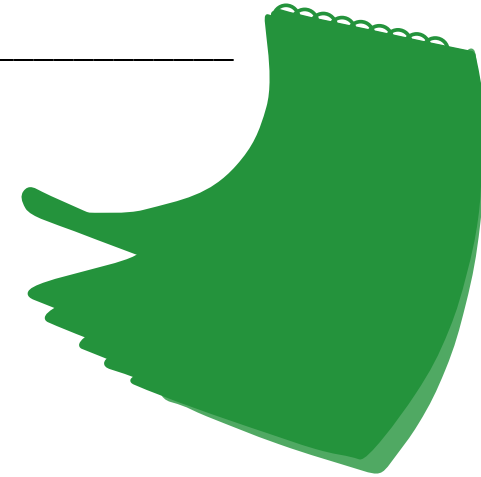
Sample page

Funds available this month

Funds on hand at the beginning of the month	
Cash in purse or wallet	\$8.22
Plus money in my piggy bank	+8.10
Plus savings at a financial institution	+51.06
Plus income received during the month (from total at the bottom of the "Income" section "Amount" column)	+55.50
<hr/>	
Total funds available to spend during the month	\$122.88

Expenses this month

– (minus) Money spent during the month (amount from bottom of the "Total expenses" column)	\$43.61
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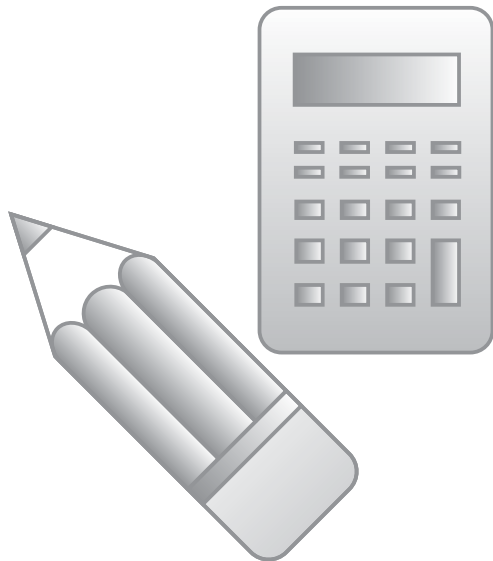
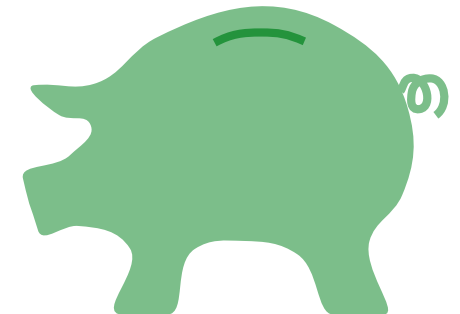


= Total funds on hand at the end of the month **\$79.27***

Funds on hand at the end of this month

Cash in purse or wallet	\$9.61
Money in my piggy bank	+8.10
Savings at a financial institution	+61.56
<hr/>	
Total on hand for beginning of next month	\$79.27*

*If accurate records are kept during the month, these two totals should be the same.



Sample page

Evaluation of income, savings, and expenses for the month

Did I save any money this month? (Did my balance grow by the end of the month?)

Yes, \$15.00.

Did I spend any savings this month?

Yes, \$5.00.

If yes, was it a wise use of my savings? Why or why not?

Yes. I wanted to get Mom a birthday gift.

In which expense categories did I spend approximately what I planned?

Clothing, recreation, gifts

In which expense categories did I spend significantly more than what I planned?

Meals and snacks, education

In which expense categories did I spend much less than what I planned?

Personal care, transportation

Overall, I feel my saving and spending this month went . . .

Pretty good.

Overall, I only spent \$.61 more than I estimated.

Planning for Next Month

In which categories do I need to watch my spending more closely next month?

Maybe meals and snacks or education.

What expenses do I think I'll have next month?

Birthday gifts.

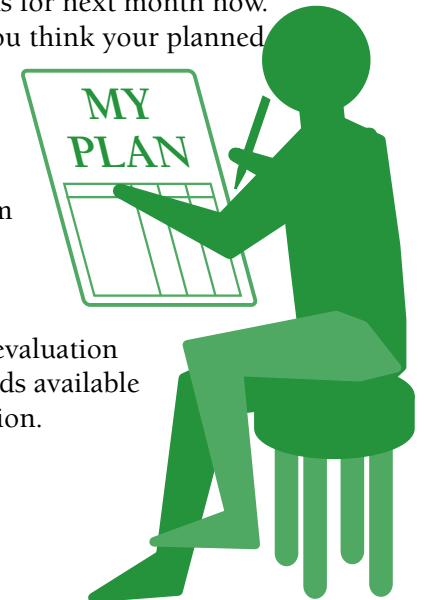
Tickets.

What, if any, special purchases or expenses am I saving for next month?

New shoes.

Start your records for next month now.

Estimate what you think your planned income, savings, and expenses for each category will be. Transfer the amounts from the "Funds on hand at the end of the month" to next month's evaluation page in the "Funds available this month" section.



Money received and spent during the month of _____

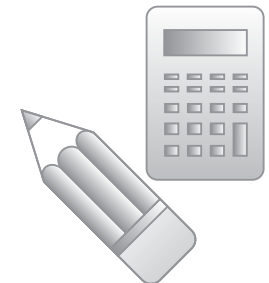
Date	Income		Savings		Expenses									
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								Total expenses
						Meals and snacks	Clothing	Recreation/entertainment	Personal care	Education	Transportation	Gifts and contributions		
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Money received and spent during the month of _____ (continued)

Date	Income		Savings		Items on which I spent my money	Expenses							Total expenses	
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank		Amounts I spent in each category								
Date	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Meals and snacks	Clothing	Recreation/entertainment	Personal care	Education	Transportation	Gifts and contributions		Total expenses
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21														
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30														
31														
Totals														
Estimates					Planned expenses for the month									
Compare +, -, or = *														

***Directions for "Compare"**

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 Indicate with a minus sign (-) the columns in which your estimate was less than your total.
 Indicate with an equal sign (=) the columns in which your estimate was equal to your total.



Income, savings, and expenses summary for the month of _____

Funds available this month

Funds on hand at the beginning of the month

Cash in purse or wallet \$ _____

Plus money in my piggy bank + _____

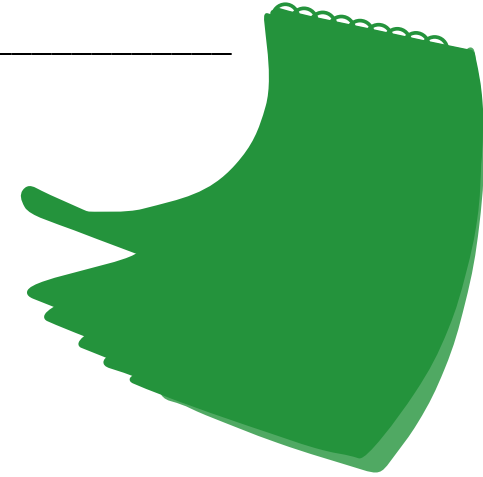
Plus savings at a financial institution + _____

Plus income received during the month
(from total at the bottom of the "Income"
section "Amount" column) + _____

Total funds available to spend
during the month \$ _____

Expenses this month

– (minus) Money spent during the month \$ _____
(amount from bottom of the "Total
expenses" column)



= Total funds on hand at the end
of the month \$ _____*

Funds on hand at the end of this month

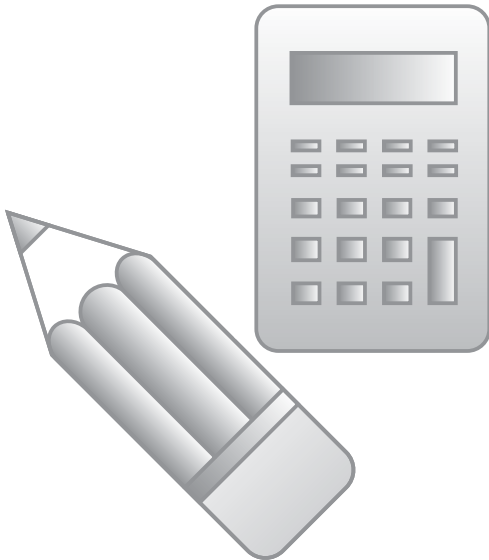
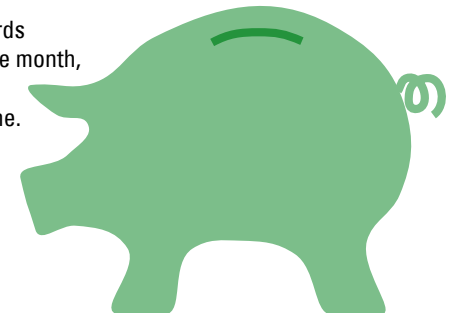
Cash in purse or wallet \$ _____

Money in my piggy bank + _____

Savings at a financial institution + _____

Total on hand
for beginning of next month \$ _____*

*If accurate records
are kept during the month,
these two totals
should be the same.



Evaluation of income, savings, and expenses for the month

Did I save any money this month? (Did my balance grow by the end of the month?)

Did I spend any savings this month?

If yes, was it a wise use of my savings?
Why or why not?

In which expense categories did I spend approximately what I planned?

In which expense categories did I spend significantly more than what I planned?

In which expense categories did I spend much less than what I planned?

Overall, I feel my saving and spending this month went . . .

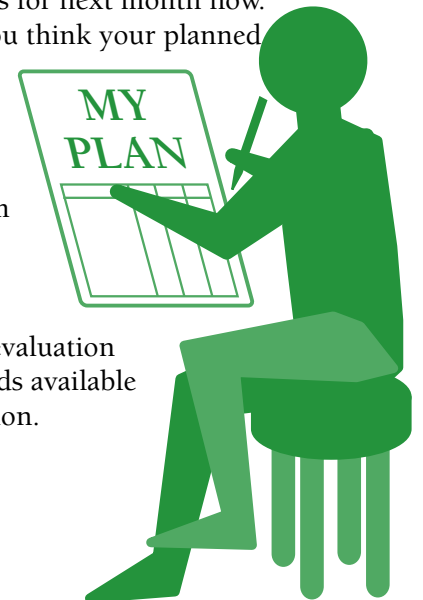
Planning for Next Month

In which categories do I need to watch my spending more closely next month?

What expenses do I think I'll have next month?

What, if any, special purchases or expenses am I saving for next month?

Start your records for next month now. Estimate what you think your planned income, savings, and expenses for each category will be. Transfer the amounts from the "Funds on hand at the end of the month" to next month's evaluation page in the "Funds available this month" section.



Money received and spent during the month of _____

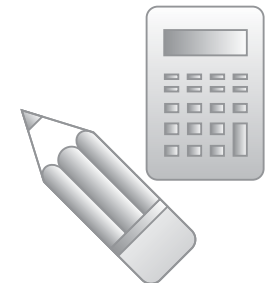
Date	Income		Savings		Expenses									
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								Total expenses
Meals and snacks						Clothing	Recreation/entertainment	Personal care	Education	Transportation	Gifts and contributions			
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Money received and spent during the month of _____ (continued)

Date	Income		Savings		Expenses								Total expenses	
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								
						Meals and snacks	Clothing	Recreation/entertainment	Personal care	Education	Transportation	Gifts and contributions		
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31														
Totals														
Estimates					Planned expenses for the month									
Compare +, -, or = *														

***Directions for "Compare"**

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 Indicate with an equal sign (=) the columns in which your estimate was equal to your total.



Income, savings, and expenses summary for the month of _____

Funds available this month

Funds on hand at the beginning of the month

Cash in purse or wallet \$ _____

Plus money in my piggy bank + _____

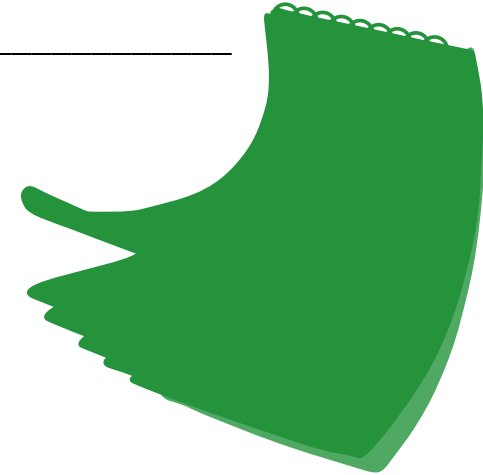
Plus savings at a financial institution + _____

Plus income received during the month
(from total at the bottom of the "Income"
section "Amount" column) + _____

Total funds available to spend
during the month \$ _____

Expenses this month

– (minus) Money spent during the month \$ _____
(amount from bottom of the "Total
expenses" column)



= Total funds on hand at the end
of the month \$ _____*

Funds on hand at the end of this month

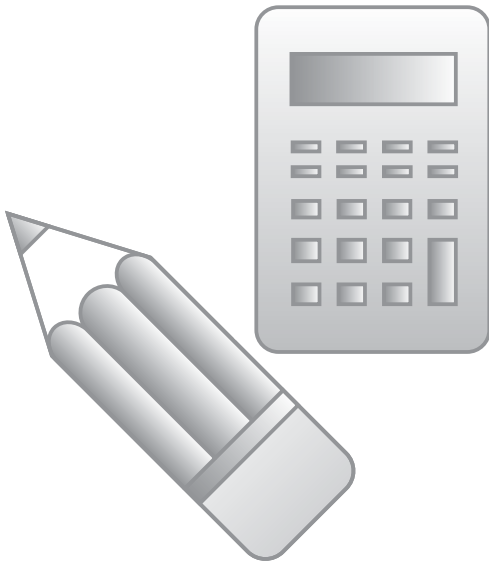
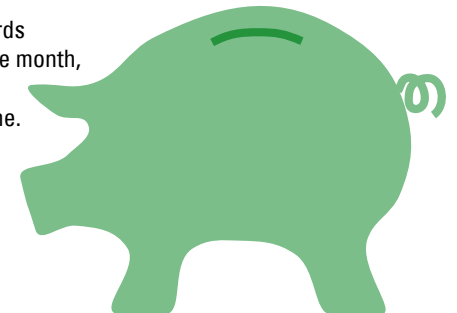
Cash in purse or wallet \$ _____

Money in my piggy bank + _____

Savings at a financial institution + _____

Total on hand
for beginning of next month \$ _____*

*If accurate records
are kept during the month,
these two totals
should be the same.



Evaluation of income, savings, and expenses for the month

Did I save any money this month? (Did my balance grow by the end of the month?)

Did I spend any savings this month?

If yes, was it a wise use of my savings?
Why or why not?

In which expense categories did I spend approximately what I planned?

In which expense categories did I spend significantly more than what I planned?

In which expense categories did I spend much less than what I planned?

Overall, I feel my saving and spending this month went . . .

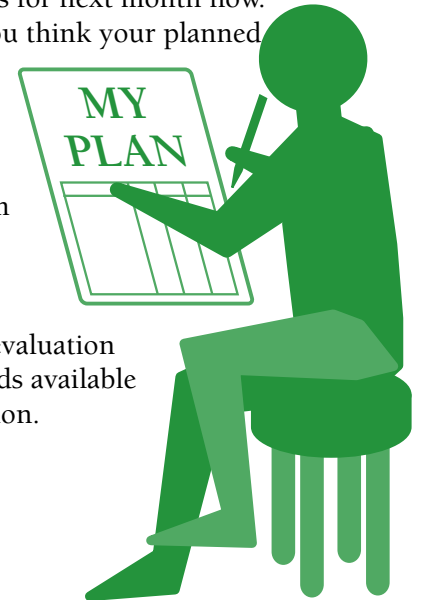
Planning for Next Month

In which categories do I need to watch my spending more closely next month?

What expenses do I think I'll have next month?

What, if any, special purchases or expenses am I saving for next month?

Start your records for next month now. Estimate what you think your planned income, savings, and expenses for each category will be. Transfer the amounts from the "Funds on hand at the end of the month" to next month's evaluation page in the "Funds available this month" section.



Money received and spent during the month of _____

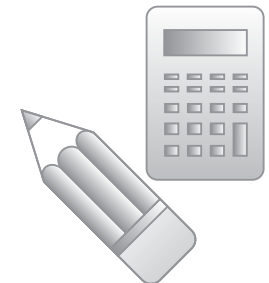
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Money received and spent during the month of _____ (continued)

Date	Income		Savings		Expenses								Total expenses	
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Income, savings, and expenses summary for the month of _____

Funds available this month

Funds on hand at the beginning of the month

Cash in purse or wallet \$ _____

Plus money in my piggy bank + _____

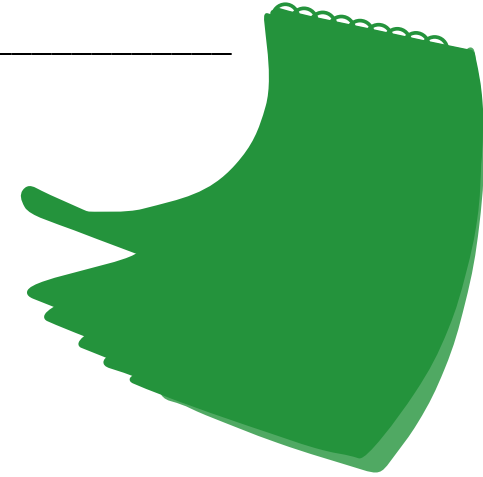
Plus savings at a financial institution + _____

Plus income received during the month
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section "Amount" column) + _____

Total funds available to spend
during the month \$ _____

Expenses this month

– (minus) Money spent during the month \$ _____
(amount from bottom of the "Total
expenses" column)



= Total funds on hand at the end
of the month \$ _____*

Funds on hand at the end of this month

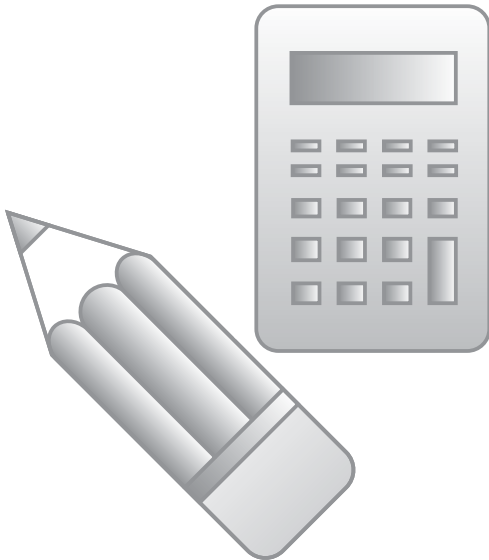
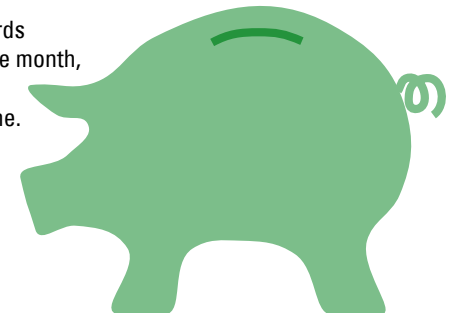
Cash in purse or wallet \$ _____

Money in my piggy bank + _____

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Total on hand
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Evaluation of income, savings, and expenses for the month

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Did I spend any savings this month?

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Why or why not?

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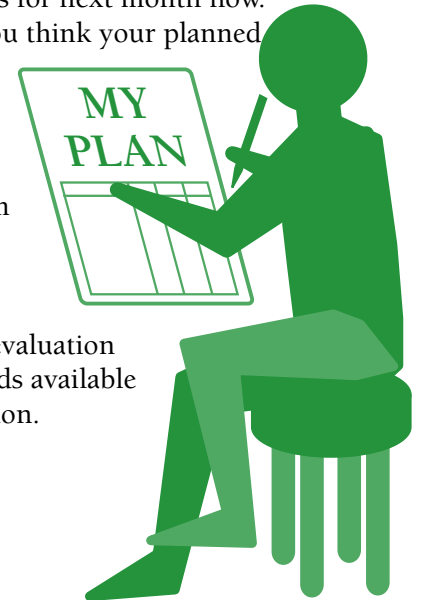
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Money received and spent during the month of _____

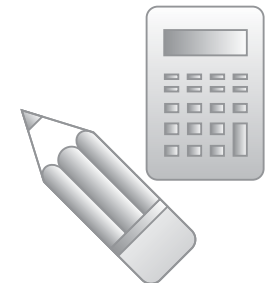
Date	Income		Savings		Expenses									
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								Total expenses
Meals and snacks						Clothing	Recreation/entertainment	Personal care	Education	Transportation	Gifts and contributions			
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Money received and spent during the month of _____ (continued)

Date	Income		Savings		Expenses								Total expenses	
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								
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Totals														
Estimates					Planned expenses for the month									
Compare +, -, or = *														

***Directions for "Compare"**

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 Indicate with a minus sign (-) the columns in which your estimate was less than your total.
 Indicate with an equal sign (=) the columns in which your estimate was equal to your total.



Income, savings, and expenses summary for the month of _____

Funds available this month

Funds on hand at the beginning of the month

Cash in purse or wallet \$ _____

Plus money in my piggy bank + _____

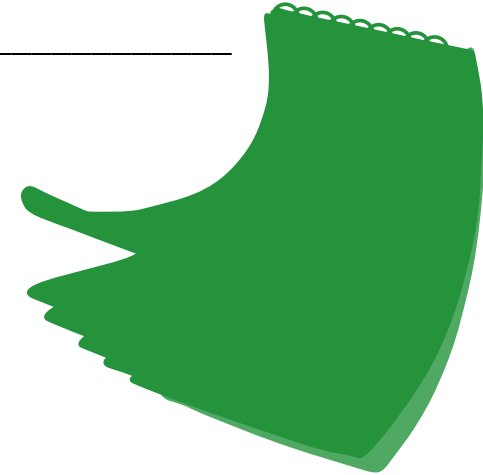
Plus savings at a financial institution + _____

Plus income received during the month
(from total at the bottom of the "Income"
section "Amount" column) + _____

Total funds available to spend
during the month \$ _____

Expenses this month

– (minus) Money spent during the month \$ _____
(amount from bottom of the "Total
expenses" column)



= Total funds on hand at the end
of the month \$ _____*

Funds on hand at the end of this month

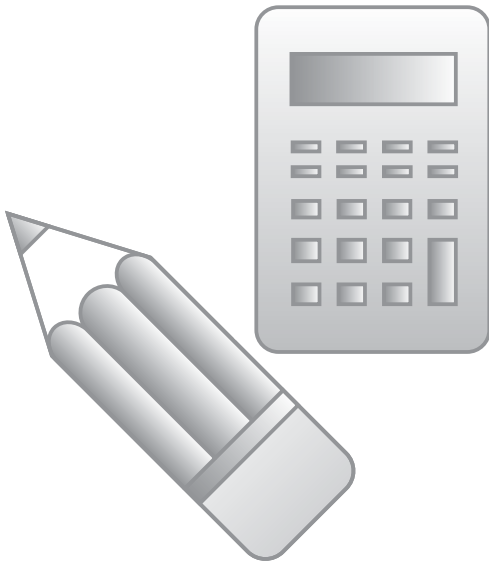
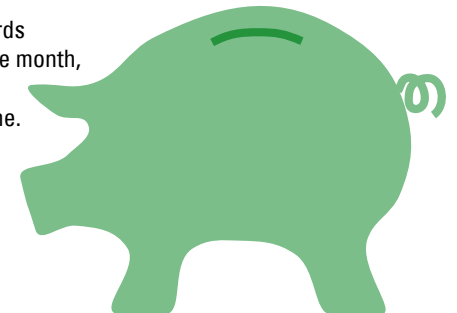
Cash in purse or wallet \$ _____

Money in my piggy bank + _____

Savings at a financial institution + _____

Total on hand
for beginning of next month \$ _____*

*If accurate records
are kept during the month,
these two totals
should be the same.



Evaluation of income, savings, and expenses for the month

Did I save any money this month? (Did my balance grow by the end of the month?)

Did I spend any savings this month?

If yes, was it a wise use of my savings?
Why or why not?

In which expense categories did I spend approximately what I planned?

In which expense categories did I spend significantly more than what I planned?

In which expense categories did I spend much less than what I planned?

Overall, I feel my saving and spending this month went . . .

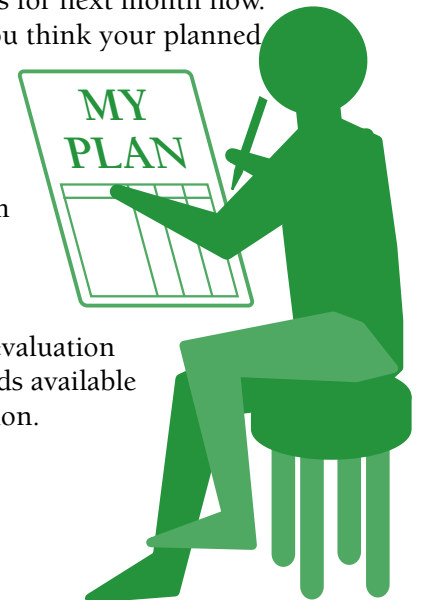
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Money received and spent during the month of _____

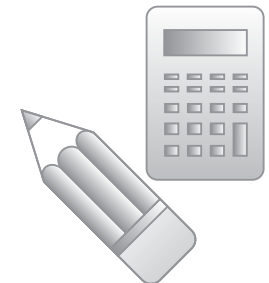
Date	Income		Savings		Expenses									
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								Total expenses
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Money received and spent during the month of _____ (continued)

Date	Income		Savings		Expenses									
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								Total expenses
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Income, savings, and expenses summary for the month of _____

Funds available this month

Funds on hand at the beginning of the month

Cash in purse or wallet \$ _____

Plus money in my piggy bank + _____

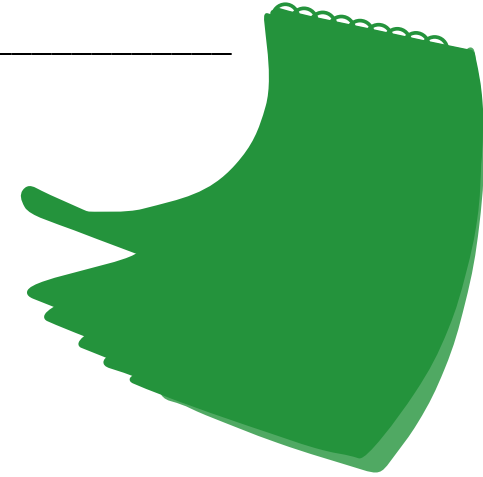
Plus savings at a financial institution + _____

Plus income received during the month
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Total funds available to spend
during the month \$ _____

Expenses this month

– (minus) Money spent during the month \$ _____
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expenses" column)



= Total funds on hand at the end
of the month \$ _____*

Funds on hand at the end of this month

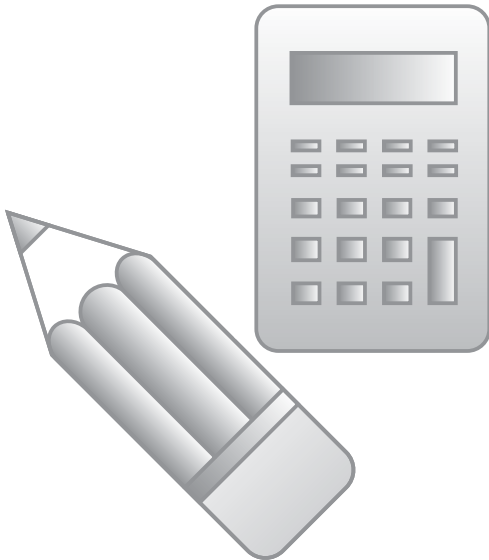
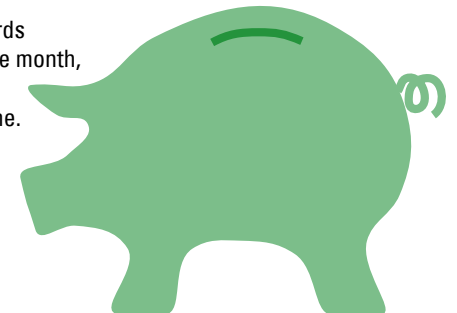
Cash in purse or wallet \$ _____

Money in my piggy bank + _____

Savings at a financial institution + _____

Total on hand
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Evaluation of income, savings, and expenses for the month

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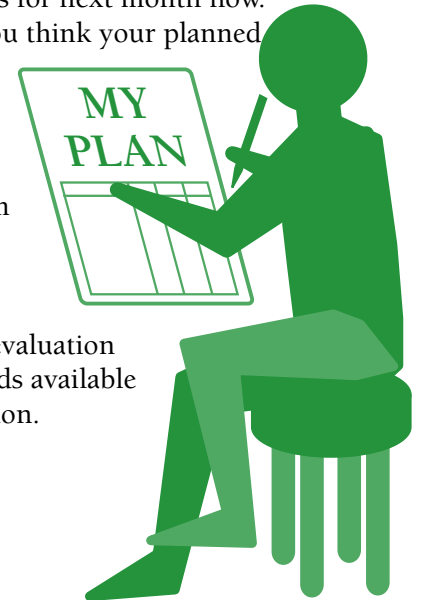
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Money received and spent during the month of _____

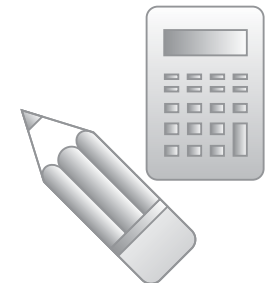
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	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								Total expenses
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Money received and spent during the month of _____ (continued)

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Income, savings, and expenses summary for the month of _____

Funds available this month

Funds on hand at the beginning of the month

Cash in purse or wallet \$ _____

Plus money in my piggy bank + _____

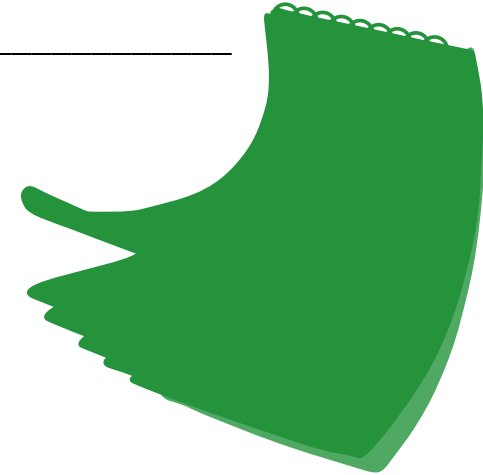
Plus savings at a financial institution + _____

Plus income received during the month
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Total funds available to spend
during the month \$ _____

Expenses this month

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expenses" column)



= Total funds on hand at the end
of the month \$ _____*

Funds on hand at the end of this month

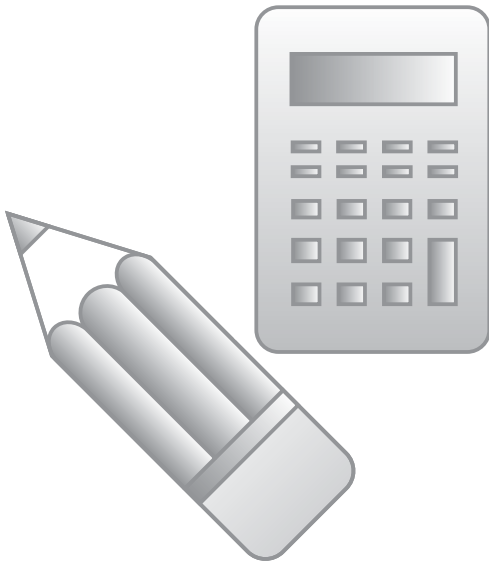
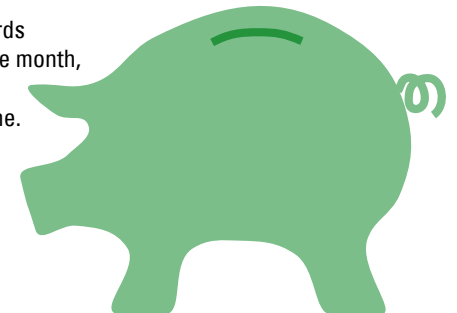
Cash in purse or wallet \$ _____

Money in my piggy bank + _____

Savings at a financial institution + _____

Total on hand
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Evaluation of income, savings, and expenses for the month

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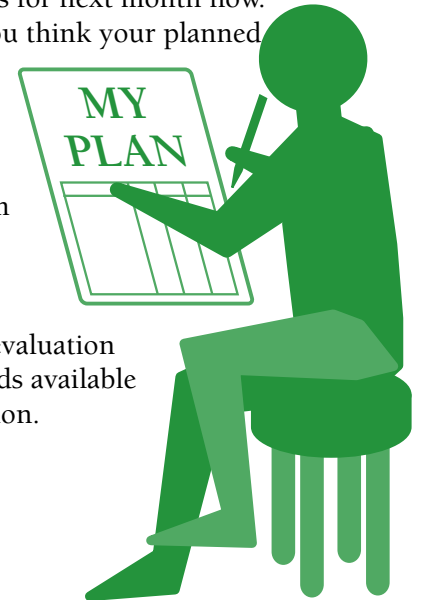
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Money received and spent during the month of _____

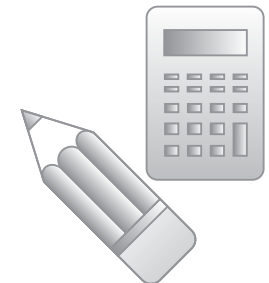
Date	Income		Savings		Expenses									
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								Total expenses
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Money received and spent during the month of _____ (continued)

Date	Income		Savings		Expenses								Total expenses	
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								
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Estimates					Planned expenses for the month									
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Income, savings, and expenses summary for the month of _____

Funds available this month

Funds on hand at the beginning of the month

Cash in purse or wallet \$ _____

Plus money in my piggy bank + _____

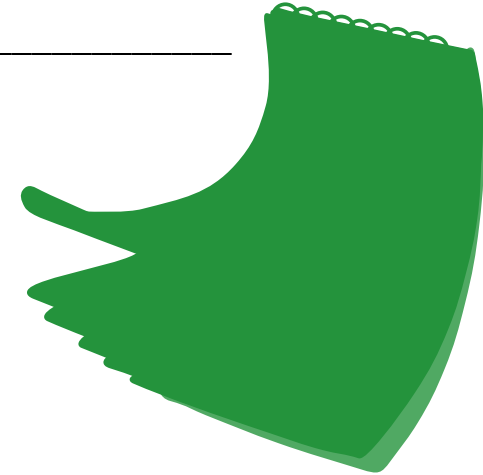
Plus savings at a financial institution + _____

Plus income received during the month
(from total at the bottom of the "Income"
section "Amount" column) + _____

Total funds available to spend
during the month \$ _____

Expenses this month

– (minus) Money spent during the month \$ _____
(amount from bottom of the "Total
expenses" column)



= Total funds on hand at the end
of the month \$ _____*

Funds on hand at the end of this month

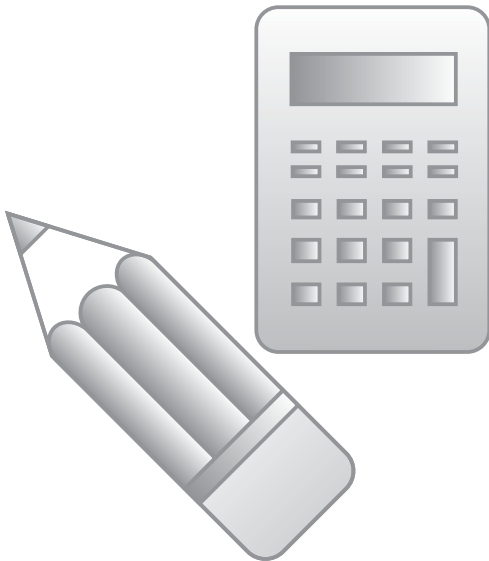
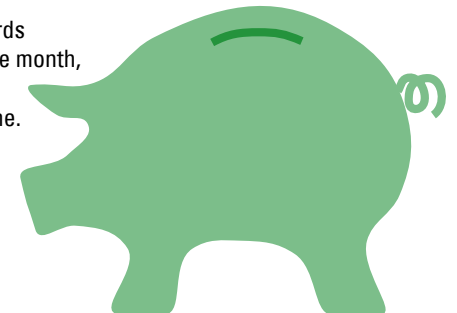
Cash in purse or wallet \$ _____

Money in my piggy bank + _____

Savings at a financial institution + _____

Total on hand
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Evaluation of income, savings, and expenses for the month

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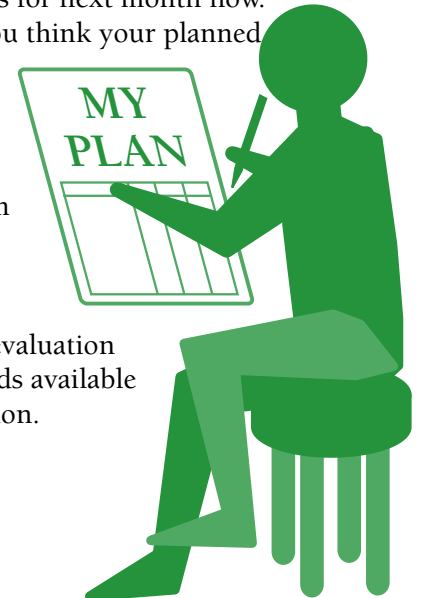
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Money received and spent during the month of _____

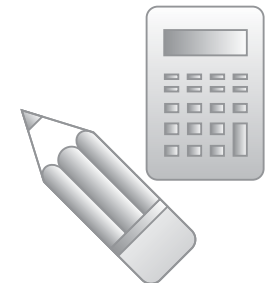
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	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								Total expenses
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Money received and spent during the month of _____ (continued)

Date	Income		Savings		Expenses								Total expenses	
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								
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Income, savings, and expenses summary for the month of _____

Funds available this month

Funds on hand at the beginning of the month

Cash in purse or wallet \$ _____

Plus money in my piggy bank + _____

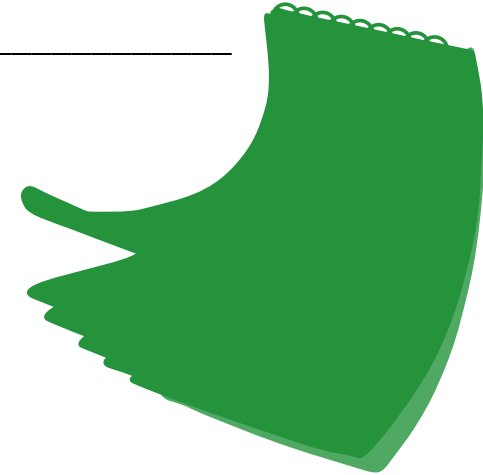
Plus savings at a financial institution + _____

Plus income received during the month
(from total at the bottom of the "Income"
section "Amount" column) + _____

Total funds available to spend
during the month \$ _____

Expenses this month

– (minus) Money spent during the month \$ _____
(amount from bottom of the "Total
expenses" column)



= Total funds on hand at the end
of the month \$ _____*

Funds on hand at the end of this month

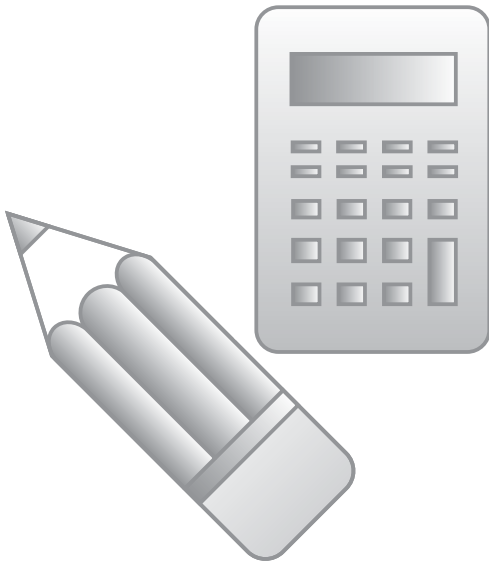
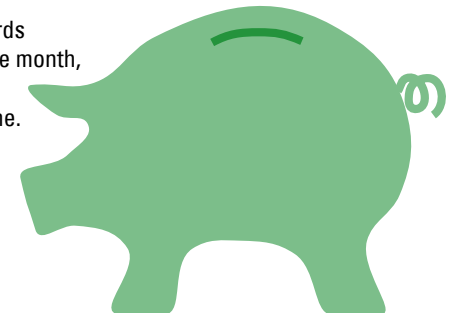
Cash in purse or wallet \$ _____

Money in my piggy bank + _____

Savings at a financial institution + _____

Total on hand
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Evaluation of income, savings, and expenses for the month

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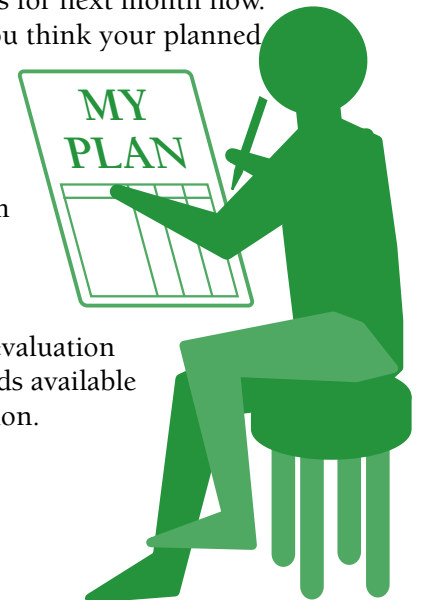
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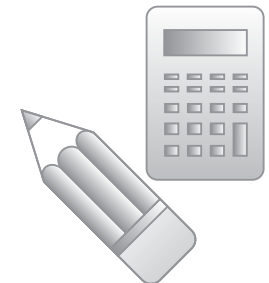
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Money received and spent during the month of _____ (continued)

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	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								
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Income, savings, and expenses summary for the month of _____

Funds available this month

Funds on hand at the beginning of the month

Cash in purse or wallet \$ _____

Plus money in my piggy bank + _____

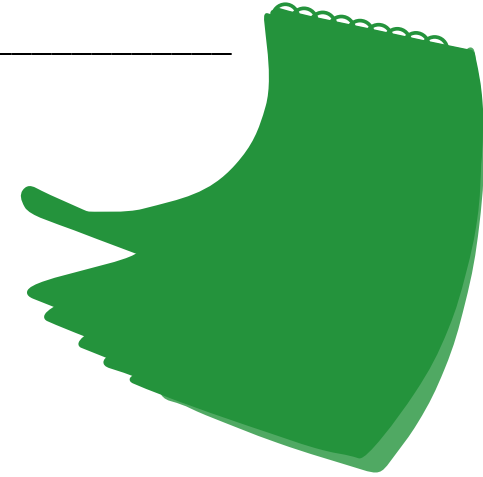
Plus savings at a financial institution + _____

Plus income received during the month
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Total funds available to spend
during the month \$ _____

Expenses this month

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= Total funds on hand at the end
of the month \$ _____*

Funds on hand at the end of this month

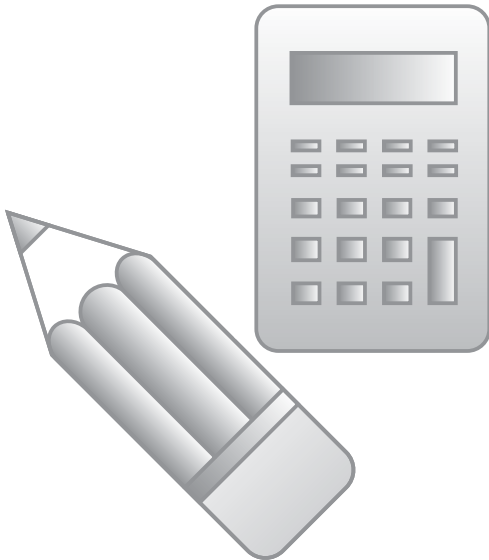
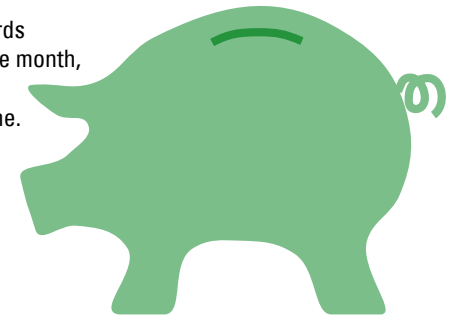
Cash in purse or wallet \$ _____

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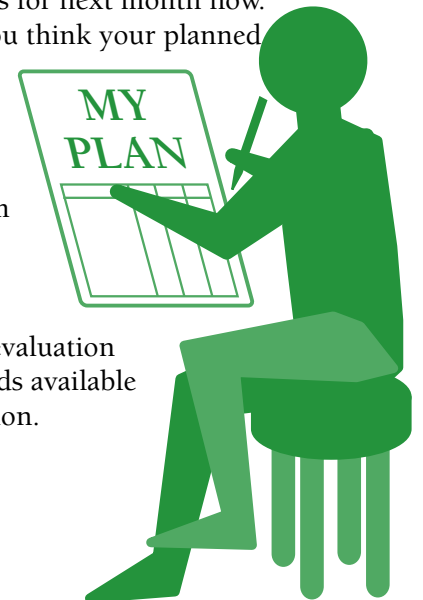
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Money received and spent during the month of _____

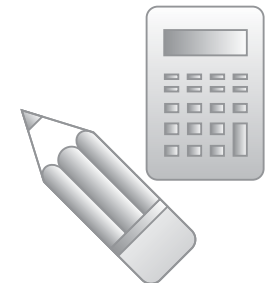
Date	Income		Savings		Expenses									
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								Total expenses
Meals and snacks						Clothing	Recreation/entertainment	Personal care	Education	Transportation	Gifts and contributions			
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Money received and spent during the month of _____ (continued)

Date	Income		Savings		Expenses								Total expenses	
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								
						Meals and snacks	Clothing	Recreation/entertainment	Personal care	Education	Transportation	Gifts and contributions		
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Totals														
Estimates					Planned expenses for the month									
Compare +, -, or = *														

***Directions for "Compare"**

Indicate with a plus sign (+) the columns in which your estimate was greater than your total.
 Indicate with a minus sign (-) the columns in which your estimate was less than your total.
 Indicate with an equal sign (=) the columns in which your estimate was equal to your total.



Income, savings, and expenses summary for the month of _____

Funds available this month

Funds on hand at the beginning of the month

Cash in purse or wallet \$ _____

Plus money in my piggy bank + _____

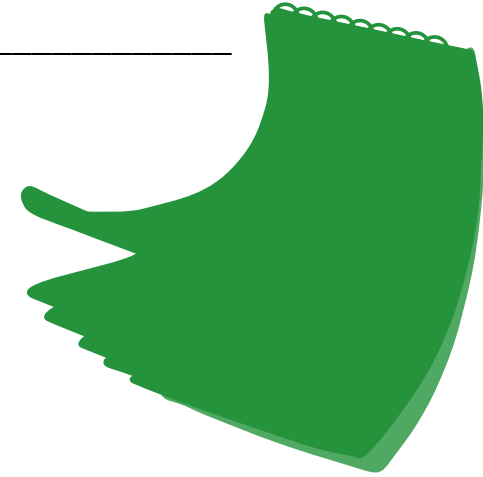
Plus savings at a financial institution + _____

Plus income received during the month
(from total at the bottom of the "Income"
section "Amount" column) + _____

Total funds available to spend
during the month \$ _____

Expenses this month

– (minus) Money spent during the month \$ _____
(amount from bottom of the "Total
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= Total funds on hand at the end
of the month \$ _____*

Funds on hand at the end of this month

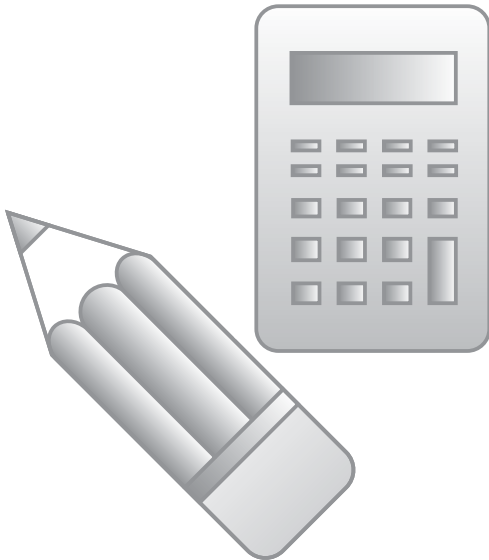
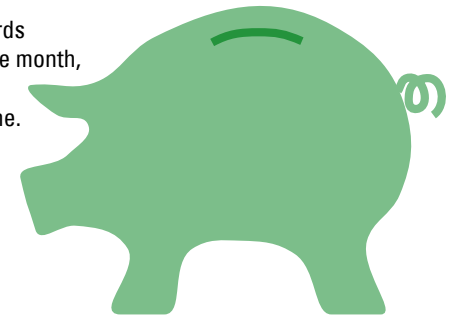
Cash in purse or wallet \$ _____

Money in my piggy bank + _____

Savings at a financial institution + _____

Total on hand
for beginning of next month \$ _____*

*If accurate records
are kept during the month,
these two totals
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Evaluation of income, savings, and expenses for the month

Did I save any money this month? (Did my balance grow by the end of the month?)

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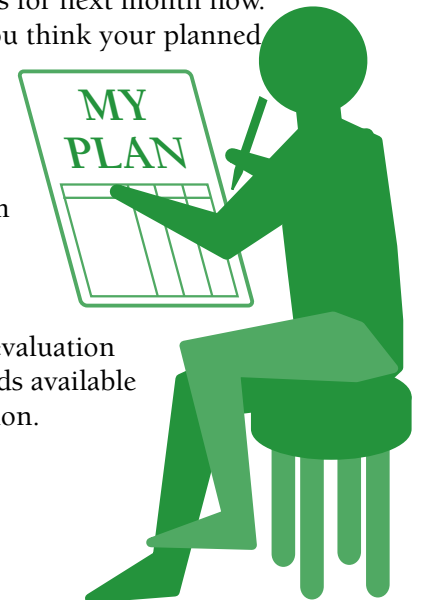
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Money received and spent during the month of _____

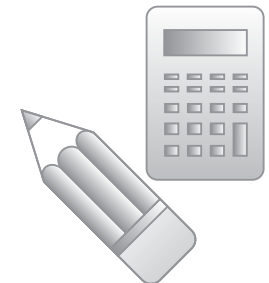
Date	Income		Savings		Expenses									
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								Total expenses
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Money received and spent during the month of _____ (continued)

Date	Income		Savings		Expenses								Total expenses	
	Amount	Source of income	Amount deposited in savings or piggy bank	Amount withdrawn from savings or piggy bank	Items on which I spent my money	Amounts I spent in each category								
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Income, savings, and expenses summary for the month of _____

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Funds on hand at the beginning of the month

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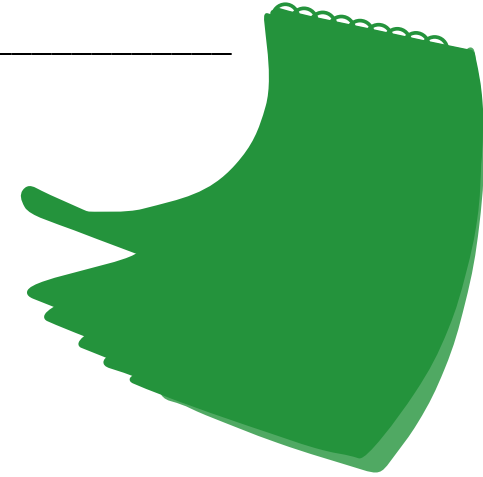
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Expenses this month

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= Total funds on hand at the end
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Funds on hand at the end of this month

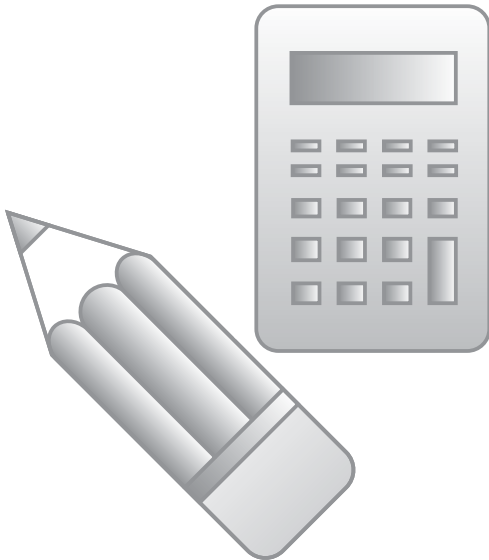
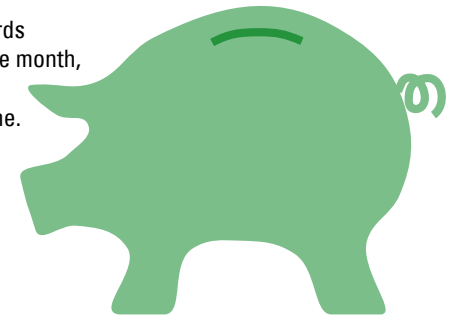
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Savings at a financial institution + _____

Total on hand
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Evaluation of income, savings, and expenses for the month

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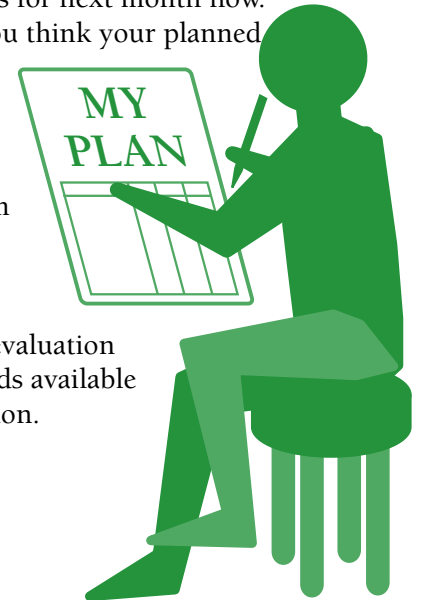
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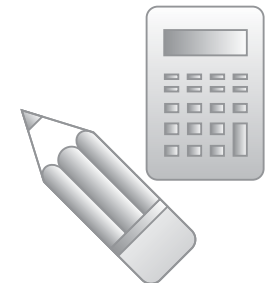
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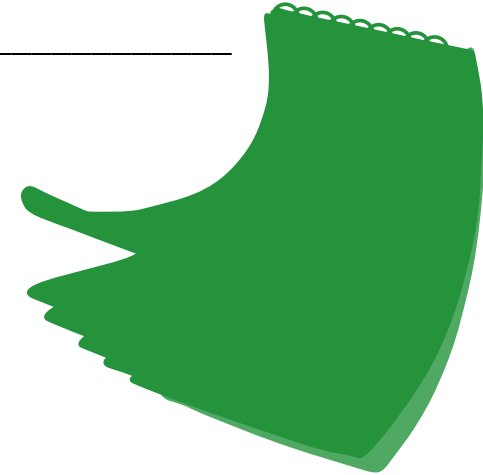
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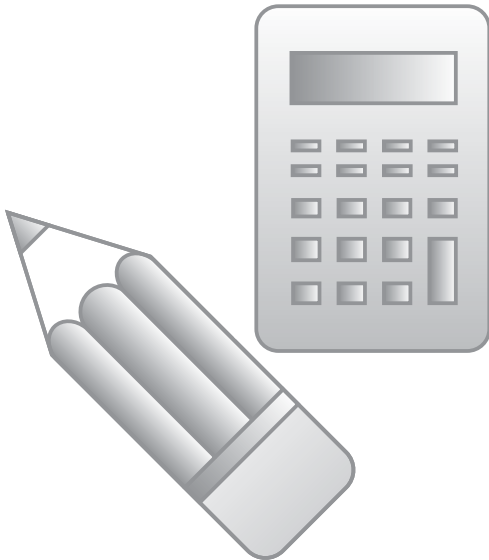
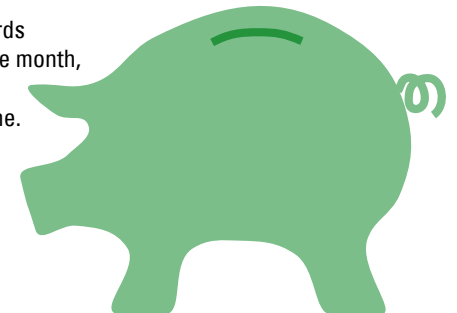
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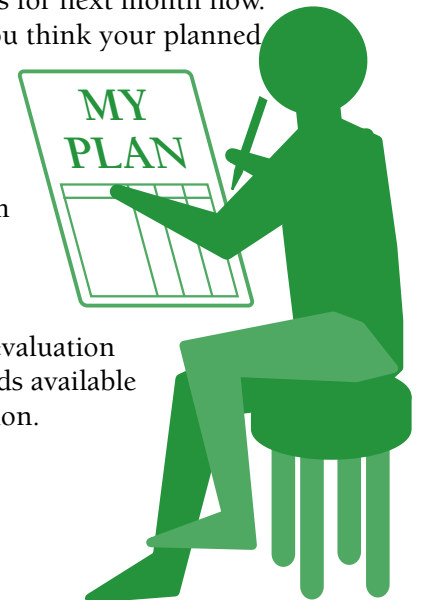
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Charge record

Date charged month/day	Item charged	Amount	Expense category	Date paid and recorded as an actual expense

Charge record

Date charged month/day	Item charged	Amount	Expense category	Date paid and recorded as an actual expense

Items charged should not be recorded in the expense categories until they are actually paid for. Use this “Charge record” page to list charges when they are actually paid. Record the expense in the month and on the date actually paid, and note the date paid on the “Charge record.”



Summary of money received, saved, and spent during the year of _____

	Income	Savings	Expenses										
Month	Income	End of month savings balance		Meals and Snacks	Clothing	Recreation/entertainment	Personal care	Education	Transportation	Gifts and donations			Totals
January													
February													
March													
April													
May													
June													
July													
August													
September													
October													
November													
December													
Totals for the year													
Estimated income and savings for the year*													
Planned expenses for next year**													
+, -, or = ***													

*Estimated income and savings for the year are the totals for all the estimated income and savings figures from each month.
 **Planned expenses for next year are the totals for all the "planned expenses" figures from each month.
 ***Indicate with a plus sign (+) the categories that you spent more than you estimated.
 Indicate with a minus sign (-) the categories that you spent less than you estimated.

Summary

By keeping a personal spending plan this year, I learned . . .

Did your income exceed your expenses?

Why?

or

Did your expenses exceed your income?

Why?

Did you increase your overall savings during the year? _____

If yes, by how much? _____

If not, how much did your savings decrease since the beginning of the year? _____

Things I will do differently next year . . .

Goals I have for next year . . .

Savings: _____

Major purchases or expenses: _____



IOWA STATE UNIVERSITY

University Extension

Revised from materials originally prepared by Iowa State University staff including 4-H Youth Development specialist Annette Brown, family resource management specialist Elizabeth Kiss and Mary Stoecker, graphic specialist Donna Halloum, and illustrator Jane Lenahan.

. . . and justice for all

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