**Working it out….. Your personal Budget Plan**.

**Income – All the money you receive.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Income** | **Weekly** | **Monthly** | **4 Weekly** |
| Wages |  |  |  |
| Job Seekers Allowance |  |  |  |
| Income Support |  |  |  |
| Incapacity Benefit |  |  |  |
| Employment Support Allowance |  |  |  |
| Housing Benefit |  |  |  |
| Child Benefit |  |  |  |
| Maternity Payments |  |  |  |
| Working Tax Credit |  |  |  |
| Child Tax Credit |  |  |  |
| Pension Credit |  |  |  |
| Disability Living Allowance |  |  |  |
| Attendance Allowance |  |  |  |
| Other Income |  |  |  |
| **Total** |  |  |  |

**You may get some money every week and some money every month or 4 weekly. When working out your budget decide whether you are working out your budget monthly or weekly.**

e.g.

**Wages £600.00 each month**. – multiply this by 12 to find out your Annual Income.

**£600.00×12 = £7200.00**

Divide this by 52 to work out your weekly income.

**£7200÷52 = £138.46**

**£138.46** is your weekly wage.

**e.g.**

You may get working tax credits every 4 weeks

**£100.00 every 4 weeks (this figure is an example only).**

£100.00÷4 = £25.00

**£25.00 is your weekly income.**

£100.00×13 = £1300.00

**£1300.00 is your yearly income.**

£1300.00÷12 = £108.33

**£108.33 is your monthly income.**

**Expenditure – all the money you spend.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item** | **Weekly/Monthly payment** | **Amount still owed (if applicable)** | **Agreed payment** | **End Date (If Known)** | **Addition Information (e.g. Loan Company/Interest Rate)** |
| Rent/Mortgage |  |  |  |  |  |
| Council Tax |  |  |  |  |  |
| TV License |  |  |  |  |  |
| Gas |  |  |  |  |  |
| Electricity |  |  |  |  |  |
| Water |  |  |  |  |  |
| Home Telephone |  |  |  |  |  |
| Mobile Phone |  |  |  |  |  |
| Secured Loan |  |  |  |  |  |
| Unsecured Loan |  |  |  |  |  |
| Car Loan |  |  |  |  |  |
| Catalogue |  |  |  |  |  |
| Credit Card |  |  |  |  |  |
| Store Card |  |  |  |  |  |
| Overdraft |  |  |  |  |  |
| Student Loan |  |  |  |  |  |
| Other (e.g. Doorstep Lenders) |  |  |  |  |  |
| **TOTAL:** |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Housekeeping** | | **Childcare** | |
| Food |  | School Meals |  |
| Sky/Cable |  | Pocket Money |  |
| TV Video Rental |  | Maintenance |  |
| Internet |  | Childminders/Nursery |  |
| Car Tax |  | Access Costs |  |
| Car Insurance |  |  |  |
| Life Insurance |  | Total C |  |
| Private Pension |  |
| Savings Club |  |
| Court Fines |  |
| Petrol |  |
| Health Costs |  |
| Entertainment (Alcohol) |  |
| Cigarettes |  |
| Newspapers/Magazines |  |
| Clothing |  |
| Lunches for Work |  |
| Public Transport |  |
| Other |  |
|  |  |
|  |  |
| Total B |  |

**Income £**

**Expenditure (A+B+C) £**

**Disposable Income £**