

Money Management Plan

A guide to help you make the most of your money
and
to help manage your financial situation

Start Date: _____

Money Management Plans are not set in stone, they will need to be updated as your circumstances change and it's OK to adjust them as you need to.

Everything in relation to money and personal finances can be recorded in a Money Management Plan so you can track all of your Income and Outgoings in the one place. You can keep it in a notebook or keep it as a file on your computer.

Remember that you will need to keep all of your figures in the same time frame eg: per week, per fortnight or per month etc. so that you are comparing the right amounts. It's no good if you enter your *weekly* pay into the Income Column then enter your *monthly* power bill figure into the Expenditure / Outgoings Column. Keeping everything in the same time frame means that it will be easier for you to keep track of your budget.

Money Management Plan

INCOME		
Description	Amount Per week / fortnight /month <i>(Choose ONE timeframe only)</i>	Notes
Paid Work		
Government Benefits		
Other		
TOTAL INCOME (A)	\$	
EXPENDITURE / OUTGOINGS		
Groceries		
Housing		
Utilities		
Transport		

Insurance		
Children's Activities		
Education		
Loan / Credit Cards		
Medical		
Entertainment		
Pets		
Other Debts		
Other Costs		
Unexpected Costs		
TOTAL EXPENDITURE (B)	\$	
INCOME (A) – EXPENDITURE (B) =	\$ (A) – \$ (B) =	
Money left over or Money owed (C)	\$ (C)	