

DIRECTIONS FOR ALLOCATED SPENDING *Planning*

If you want to budget based on your pay period rather than the month, this form is for you! The four columns on this form represent the four weeks in a given month. If you're married, combine both of your incomes and then follow the steps below to allocate your spending.

1 FILL OUT YOUR PAY PERIOD DATES AND PAY PERIOD INCOME.

Your **pay period dates** are simply how long you'll go between paychecks. For example, if you get paid on the 1st and 15th, then your pay period for July would be 7/1 to 7/14. Your **pay period income** is how much you will be paid in that pay period. In our example, that will be \$3,188.

Pay Period Dates

7/1 TO 7/14

Pay Period Income

\$3,188

2 FILL OUT YOUR PLANNED AND REMAINING COLUMNS.

For this pay period, write down how much money **you plan to spend** in each category in the **Planned** column. In the **Remaining** column, keep a running total of how much of your income **you have left** for that pay period.

HOUSING

	Planned	Remaining
Mortgage/Rent	\$945	\$2,243
Water	\$25	\$2,218

3 PLAN FOR EACH CATEGORY ON THE LIST UNTIL YOU HIT ZERO.

Plan for each category on the list until the Remaining column hits **zero**. When that happens, you're done budgeting for that pay period!

	Planned	Remaining
Saving	\$100	\$90
Giving	\$90	\$0

4 IF YOU HAVE MONEY LEFT OVER...

If you've planned for every category and you still have money left over in the Remaining column, **go back and adjust an area**, such as savings or giving, so that you spend every single dollar. **Every dollar needs a job to do!**

If the remaining column still has money, adjust an area!

	Planned	Remaining
Saving +\$50	\$100	\$200
Giving +\$60	\$90	\$110

ALLOCATED SPENDING FORM

Don't let this form scare you. Managing your money week to week *happens here!*

Pay Period Dates

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Pay Period Income

♥ GIVING

Income - Church = Remaining to budget this pay period

Church

Planned

Remaining

Planned

Remaining

Planned

Remaining

Planned

Remaining

Charity

Remaining minus Planned, back & forth

💰 SAVINGS

Emergency Fund

Planned

Remaining

Planned

Remaining

Planned

Remaining

Planned

Remaining

🏠 HOUSING

Mortgage/Rent

Planned

Remaining

Planned

Remaining

Planned

Remaining

Planned

Remaining

Water

Natural Gas

Electricity

Cable/Internet

Trash

🚗 TRANSPORTATION

Gas

Maintenance

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	Planned	Remaining	Planned	Remaining	Planned	Remaining	Planned	Remaining
Groceries	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 60%;"></div>	<div style="width: 40%;"></div>	<div style="width: 85%;"></div>	<div style="width: 15%;"></div>	<div style="width: 95%;"></div>	<div style="width: 5%;"></div>
Restaurants	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 60%;"></div>	<div style="width: 40%;"></div>	<div style="width: 85%;"></div>	<div style="width: 15%;"></div>	<div style="width: 95%;"></div>	<div style="width: 5%;"></div>
Other _____	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 60%;"></div>	<div style="width: 40%;"></div>	<div style="width: 85%;"></div>	<div style="width: 15%;"></div>	<div style="width: 95%;"></div>	<div style="width: 5%;"></div>

	Planned	Remaining	Planned	Remaining	Planned	Remaining	Planned	Remaining
Clothing	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>
Phone	<div style="width: 80%;"></div>	<div style="width: 20%;"></div>	<div style="width: 80%;"></div>	<div style="width: 20%;"></div>	<div style="width: 80%;"></div>	<div style="width: 20%;"></div>	<div style="width: 80%;"></div>	<div style="width: 20%;"></div>
Fun Money	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>
Hair/Cosmetics	<div style="width: 70%;"></div>	<div style="width: 30%;"></div>	<div style="width: 70%;"></div>	<div style="width: 30%;"></div>	<div style="width: 70%;"></div>	<div style="width: 30%;"></div>	<div style="width: 70%;"></div>	<div style="width: 30%;"></div>
Subscriptions	<div style="width: 60%;"></div>	<div style="width: 40%;"></div>	<div style="width: 60%;"></div>	<div style="width: 40%;"></div>	<div style="width: 60%;"></div>	<div style="width: 40%;"></div>	<div style="width: 60%;"></div>	<div style="width: 40%;"></div>
Other _____	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>
Other _____	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>	<div style="width: 75%;"></div>	<div style="width: 25%;"></div>

	Planned	Remaining	Planned	Remaining	Planned	Remaining	Planned	Remaining
Child Care	<div style="width: 70%;"></div>	<div style="width: 30%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 68%;"></div>	<div style="width: 32%;"></div>	<div style="width: 72%;"></div>	<div style="width: 28%;"></div>
Pet Care	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>
Entertainment	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>
Miscellaneous	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>
Other _____	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>
Other _____	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>	<div style="width: 65%;"></div>	<div style="width: 35%;"></div>

TO

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Other _____