

# MONTHLY CASH FLOW PLAN

*"Each of you must give as you have made up your mind, not reluctantly or under compulsion, for God loves a cheerful giver" (2 Corinthians 9:7)*

## INSTRUCTIONS

- ✦ Every single dollar of your income should be allocated to some category on this form. When you're finished, your total income minus expenses should equal **zero**. If it doesn't, then you need to adjust some categories. Use some common sense here, too. Do not leave things like clothes, car repairs, or home improvements off this list. If you don't plan for these things, then you're only setting yourself up for headaches later.
- ✦ Yes, this budget form is long. It's really long. We do that so that we can list practically every expense imaginable on this form to prevent you from forgetting something. Don't expect to put something on every line item. Just use the ones that are relevant to your specific situation.
- ✦ Every main category on this form has subcategories. Fill in the monthly expense for each subcategory, and then write down the grand total for that category. Later, as you actually pay the bills and work through the month, use the "Actually Spent" column to record what you really spent in each area. If there is a substantial difference between what you budgeted and what you spent, then you'll need to readjust the budget to make up for the difference. If one category continually comes up over or short for two or three months, then you need to adjust the budgeted amount accordingly.
- ✦ Use the "% Take Home Pay" column to record what percentage of your income actually goes to each category. This way of looking at our money invites a wonderful question: *"What portion of my/our money is the Lord calling me/us to use for \_\_\_\_\_?"*
- ✦ Recommended Percentages. My favorite faith and finance guru, Dave Ramsey, recommends these percentages. These aren't required, just recommended. Charitable Giving 10-15% (A tithe in the Bible is a tenth). If you have never tithed, then pray about a percentage you can give cheerfully and strive to grow each year. Remember, *God loves a cheerful giver!* Saving 5-10%, Housing 25-35%, Utilities 5-10%, Food 5-15%, Transportation 10-15%, Clothing 2-7%, Medical/Health 5-10%, Personal 5-10%, Recreation 5-10%, Debts 5-10%.
- ✦ An asterisk (\*) beside an item indicates an area for which you might want to use cash in some form of envelope system.
- ✦ Emergency Fund – You might want to consider putting your savings in here for a few months to build it up so that you will be ready for a rainy day. A fully funded emergency fund is usually around 3-6 months of expenses.
- ✦ Stewardship of our resources and time is primarily a spiritual matter. God grows our faith in a variety of ways, especially through giving. We need to give to grow, and Christ's body, the church needs our gifts to thrive. My prayers are with you. God bless you.

# Monthly Cash Flow Plan (Page One)

\_\_\_\_\_ 2017 ~ Monthly Take Home Income: \_\_\_\_\_

Budgeted Item (*= cash pay w/envelopes)	Sub Total	TOTAL	Actually Spent	% of Take Home Pay
<b>CHARITABLE GIFTS</b>				
Church	_____			
Other	_____	\$ _____	_____	_____ %
<b>SAVING</b>				
Emergency Fund	\$ _____		_____	
Retirement Fund	\$ _____		_____	
College Fund	\$ _____		_____	
Other	\$ _____	\$ _____	_____	_____ %
<b>HOUSING</b>				
Mortgage/Rent	\$ _____		_____	
Real Estate Taxes	_____		_____	
Homeowner's Ins.	\$ _____		_____	
Repairs or Maint. Fee	_____		_____	
Lawn Care	_____		_____	
Cleaning	_____		_____	
Replace Furniture	_____		_____	
*Walmart	\$ _____	\$ _____	_____	_____ %
<b>UTILITIES</b>				
Electric, Water, Trash, Sewer	\$ _____		_____	
Gas	\$ _____		_____	
Phone/Internet/Cable	\$ _____		_____	
Cell	\$ _____		_____	
Maintenance	\$ _____		_____	
Misc	_____	\$ _____	_____	_____ %
<b>*FOOD</b>				
*Grocery	\$ _____		_____	
*Restaurants	\$ _____		_____	
Farmer's Mkt	\$ _____		_____	
School Lunch	\$ _____		_____	
First Café	\$ _____		_____	
Other: _____	\$ _____	\$ _____	_____	_____ %
<b>TRANSPORTATION</b>				
Car Payment(s)	\$ _____		_____	
Gas and Oil	\$ _____		_____	
*Repairs and Tires	\$ _____		_____	
Car Insurance	\$ _____		_____	
License and Taxes	\$ _____		_____	
Car Replacement	_____	\$ _____	_____	_____ %
<b>PAGE 1 TOTAL</b>		<b>\$ _____</b>		

# Monthly Cash Flow Plan (Page Two)

2017

Budgeted Item(*= cash pay w/envelopes)	Sub Total	TOTAL	Actually Spent	% of Take Home Pay
<b>*CLOTHING</b>				
*Children	\$ _____		_____	
*Adults	\$ _____		_____	
Cleaning/Laundry	\$ _____	\$ _____	_____	_____ %
<b>MEDICAL/HEALTH</b>				
Doctor Bills	\$ _____		_____	
Medications	\$ _____		_____	
Vet	\$ _____		_____	
Other _____	_____	\$ _____	_____	_____ %
<b>PERSONAL</b>				
Child Support	\$ _____		_____	
Life Insurance	\$ _____		_____	
*Commission (for kids)	\$ _____		_____	
*Toiletries	\$ _____		_____	
*Cosmetics	\$ _____		_____	
Hair Care	\$ _____		_____	
School Supplies	\$ _____		_____	
Kids Activities	\$ _____		_____	
Gym	\$ _____		_____	
Spa (nails, massage)	\$ _____		_____	
Pets (grooming/boarding)	\$ _____		_____	
*Gifts (incl. Christmas)	\$ _____		_____	
*Miscellaneous	\$ _____		_____	
Quarterly Taxes	\$ _____		_____	
*Blow Money	\$ _____	\$ _____	_____	_____ %
<b>RECREATION</b>				
*Entertainment	\$ _____		_____	
*Vacation	\$ _____		_____	
Other	\$ _____	\$ _____	_____	_____ %
<b>DEBTS (-0- is the goal!)</b>				
From "Snowball" Sheet	\$ _____	\$ _____	\$ _____	_____ %
<b>PAGE 2 TOTAL</b>		\$ _____	_____	
<b>PAGE 1 TOTAL</b>		\$ _____	_____	
<b>GRAND TOTAL</b>		\$ _____	_____	
<b>TOTAL HOUSEHOLD INCOME</b>		\$ _____		
		<b>ZERO</b>		