

BUDGET WORKSHEET

1. Monthly PAY & ALLOWANCES SM	ACTUAL	PROJECTED	3. Monthly FAMILY INCOME	ACTUAL	PROJECTED	
Base Pay			Net Pay of SM			
BAQ / BAH			Other earnings of SM			
VHA			"D" Allotment to SP			
BAS			Net Pay of Spouse			
Separation Allowances-FSA			"S" Allotments / Savings			
Sea/Foreign Duty Pay			Child Support / AFDC			
Recruiting Pay			WIC / Food Stamps			
COLA/Other Pay			Other:			
Gross (A)			TOTAL FAMILY INCOME (C)			
2. Monthly DEDUCTIONS	ACTUAL	PROJECTED	4. Monthly FAMILY LIVING EXPENSES	ACTUAL	PROJECTED	
Social Security (FICA)			Rent / Mortgage			
Social Security/Medicare			Electric			
Federal Income Tax			Water / Sewage / Garbage			
State Income Tax			Fuel (Heat)			
Insurance / SGLI & AFRH			Telephone/Internet			
Insurance Allotment			Cable TV			
Delta Dental Plan			Food			
Discretionary Allotment			Clothing			
Savings / Support Allotment			Child Care			
General Quarters			Homeowners / Renter Insurance			
Bonds (Savings)			Savings			
Charity Allotment			Civilian Life Insurance			
Education			Deployed SM Expenses			
Credit Union / Bank Loans			Miscellaneous			
Aid Society			Gasoline			
Advance Pay			Car Insurance			
Advance BAQ/VHA			Other:			
Government Indebtedness			Other:			
Other:			Other:			
Other:			Other:			
TOTAL DEDUCTIONS (B)			Other:			
NET PAY (A - B)			TOTAL Monthly LIVING EXPENSES (D)			
5. VEHICLES (YEAR/MODEL)	1.		2.			
6. Creditor Name (E) (To Whom Owed)	Type of Loan	Date Incurred	Original Amount	Balance Owed	Monthly Payments	Projected Payments
1.						
2.						
3.						
4.						
5.						
Total Family Monthly Living Expenses: (D)	7.				Total (E)	
Total Creditor Monthly Expenses: (E)	8.					
Total Monthly Expense: (D + E)	9.					
Total Budget Monthly Deficit/Surplus (C - (D + E))	10.					

How to complete a Budget Worksheet

The budget sheet is divided into 6 areas which you need to complete Use the Actual columns only. Your Relief Society Officer will use the Projected column at the appointment to make recommendations. Any columns that contain SM refer to the Service Member/Retiree, any columns that are SP refer to the Spouse of the Service Member/Retiree.

To complete this form you will need:

Active duty, most recent LES.

Retiree, you will find these entitlements on your Retiree Account Statement DFAS Form 7220/148. This is the statement that you receive from DFAS usually in November or December for tax filing purposes.

Gather all your household bills.

Use your most current LES or Retiree Account Statement:

#1 Monthly Pay & Allowances SM, remember to include both pay periods.

#2 Monthly Deductions

#3 Monthly Family Income

Net Pay-This is carried over from the left column (A minus B).

All other items are money you may have coming in to your household.

#4 Monthly Family Living Expenses

This will be an average for some bills. Do not include past due amounts in this area.

You will need to convert some expenses to a monthly cost (water bills, insurance payments).

#5 Vehicles

Family owned only. The loan societies do not provide assistance for cars that are not owned by the SM or SP.

#6 Creditor name, etc.

Although AER does not assist with credit card payments or personal loan payments, we do need you to list all your creditors so that we may calculate a workable repayment plan. If you have more creditors please continue on a blank sheet of paper and include the monthly payments in the total.

The Relief Society Officer will calculate the surplus/deficit area at your appointment.