

SAVINGS PLANNING FOR CONSISTENT PAY

How much money are you allocating toward savings every month? \$ _____

How to get this number: Calculate your living expenses, loan payments, and other non-negotiable expenses, along with your “fun money” budget. Subtract your total from your monthly income.

If you have multiple savings goals, how much of that money will go toward each of your goals?

#	Goal	Monthly Savings	To calculate your annual contributions toward each goal, multiply (x) by 12.	Annual Savings
Ex	Buy a car.	\$150	x12	\$1800
1			x12	
2			x12	
3			x12	
4			x12	

There are two ways to approach this:

1. Decide how much you want to save each month and calculate your annual savings based on that number.
2. If that annual savings rate is lower than you want, then determine your annual savings goal and divide that number. That’ll tell you how much you actually need to save every month to hit that goal.

You might need to play with the numbers a little until everything lines up. That’s okay! You can use these numbers to set up automatic transfers with your bank.

SAVINGS PLANNING FOR EVERY-OTHER-WEEK PAY

If you get paid every other week, you’ll use the same method as above — with a little tweak. You need to decide how you’re going to handle those two “extra” paychecks per year.

For starters, write down these two numbers:

How much you save per paycheck: \$ _____

Total paycheck: \$ _____

Use that to calculate the difference between treating “extra” paychecks like any other paycheck and saving 100% of your “extra” paychecks. [Reminder: x = multiply].

If you save the same amount of money from every paycheck:

\$ _____ 26 paychecks per year = \$ _____

(savings per paycheck)

(total annual savings)

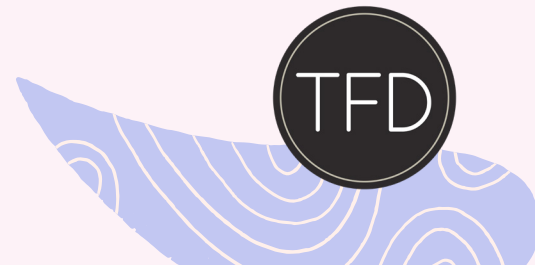
If you put 100% of your extra paychecks toward your savings goals:

(\$ _____ x 24 paychecks per year) + (\$ _____ x 2) = \$ _____

(savings per paycheck)

(total paycheck amount)

(total annual savings)



SAVINGS PLANNING FOR FREELANCERS

This worksheet will help you set savings percentages if your income is inconsistent.

Your first step is to think about your savings goals. Maybe you want to save \$2500 this year for a car. Write down any goals you have as a start point.

Next, calculate roughly how much you earn per year. If you've been freelancing for a long time, you can average out the past few years. If you're new to it, just figure out your earnings from the last twelve months.

Now it's time for a little math. To calculate what percentage of your income you need to save, divide your savings goal by your annual revenue. Here's an example:

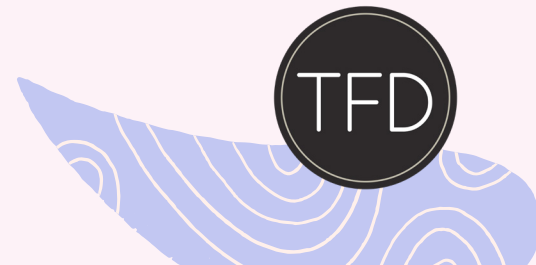
Goal	Annual Savings Goal	divide by (/)	Annual revenue	=	Savings percentage
Buy a car	\$150	/	\$65,000	=	0.0384 or 3.8%

In this example, you'd need to save 3.8% of your income to achieve your savings goal. You can replicate this process with each of your savings goals:

Goal	Annual Savings Goal	divide by (/)	Annual revenue	=	Savings percentage
		/		=	
		/		=	
		/		=	
		/		=	

Take a minute to review these percentages and see how they feel to you. In the example, maybe you'd decide to round up to an even 4%. You're unlikely to notice that that extra 0.2% is missing, and it means an extra \$100 toward your goal at the end of the year. You can tweak as needed.

Once you've finalized your percentages, you'll use them to set aside your savings each month. Some banks will let you set up automatic transfers based on a percentage, but you might prefer to do it yourself. Just don't let it slip! Every month counts.



SAVINGS TRACKING SPREADSHEET

You can use this table to keep track of how much you save every month. This will make it easy for you to get a quick snapshot of your progress.

Write down each individual savings goal and how much you put toward it each month. If you have predictable income, you'll write the same numbers every month. If your income varies, you might need to review your bank accounts to get accurate numbers.

Here's an example of what the table might look like for someone with variable income.

	Goal #1	Goal #2	Goal #3	Goal #4	Monthly Total
Goal	<i>Buy a car</i>	<i>Roth IRA</i>	<i>House</i>	<i>Other</i>	
January	<i>\$150</i>	<i>\$300</i>	<i>\$100</i>	<i>\$50</i>	<i>\$600</i>
February	<i>\$175</i>	<i>\$345</i>	<i>\$115</i>	<i>\$60</i>	<i>\$695</i>

	Goal #1	Goal #2	Goal #3	Goal #4	Monthly Total
Goal					
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
Annual Total					

