# Money Matters

## Workbook 1
## Spending Plans

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# Land Acknowledgement

# Welcome to *Money Matters!*

## What will you learn?

In today's workshop, you'll learn how to:

- Understand your money situation
- Keep track of your income and expenses
- Calculate your spending over time
- Determine your needs and wants
- Make a spending plan that works for you

# Do you know ASL?

You can watch ASL videos of the information from the workbook. The playlist of ASL videos for this workbook is at:

https://tinyurl.com/2p9xr69z

You can also find the playlist by scanning this QR code on your mobile device.

# Getting in touch with your money

## Think about your money, your family, and your life. Do you have enough money to meet your needs now and in the future?

- My money goes out faster than it comes in. I don't have enough money to pay for all the things I need.
- I pay my bills, but there's nothing left over. How can I even think about saving for the future?
- I manage to save a bit of money, but I don't think I'm saving enough to meet my future needs and goals.
- None of the above apply to me. Here's my situation:

# Meet Tenzin and Riley

## Tenzin

- Runs out of cash before next paycheque
- Not sure where his money goes
- Often orders takeout
- Uses bank machine at the corner store

## Riley

- Makes money stretch
- Knows where the family's money goes
- Uses coupons, comparison shops, and cooks meals at home
- Saves for emergencies, but wants to save more

A **Registered Education Savings Plan** is a special savings account to help you save for your child's future education. It is also called an RESP.

# Do you have more in common with Tenzin or Riley?

Think of examples of your spending and saving.

If Tenzin is #1 and Riley is #5, what number would you give to yourself? Why?

# Let's talk about it

Do you have money goals? When you make a spending plan, it's helpful if you know what you want to do with your money.

- Does money bring happiness?
- Will more money make you happier?
- What would you do if you had a little more money each week?
- If you had a lot more money over the next year or two?

# Let’s talk about it

What’s important to you? Take the time to think about it and decide where you want your money to go.

- If I had a bit more money I would: _____
- If I had a lot more money I would: _____

# Monthly expenses

A spending plan will help you with your day-to-day expenses, and also help you save for your future, whatever your money goals are.

To create a spending plan, you need to know where the money you have is going right now. How are you spending it? Sometimes it's easiest to start with the big picture.

**Income** is money you get from a job, benefits, or somewhere else.

**Expenses** are what you spend money on.

# Day-to-day spending

A personal spending plan can help you keep track of daily spending.

| How I spent my money... | How much I spent... |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |

**Total:**

# Money math: expenses

## In a week...

| | | |
|---|---|---|
| Cost of coffee | | $1.75 |
| Days in a week | x | 7 |
| **Total:** | **=** | **$12.25** |

| | | |
|---|---|---|
| Cost of muffin | | $1.00 |
| Days in a week | x | 7 |
| **Total:** | **=** | **$ 7.00** |

## Weekly expense...

| | | |
|---|---|---|
| Cost of coffee | | $12.25 |
| Cost of muffin | + | $7.00 |
| **Total:** | **=** | **$19.25** |

# Money math: expenses

1. Example: Lunch expenses

| | |
|---|---|
| Cost of bottle of water or pop: | $1.50 |
| Cost of sandwich: | + $6.00 |
| **Cost per day:** | = $ |

| | |
|---|---|
| Days in a week you buy lunch: | 5 |
| Cost per day (from above math): | x $ |
| **Cost per week:** | = $ |

| | |
|---|---|
| Number of weeks in a month: | 4 |
| Cost per week (from above math): | x $ |
| **Total cost per month:** | = $ |

# Money math: expenses

| | |
|---|---|
| Cost per day: | $ |
| Number of days a week: | x $ |
| **Total cost per week:** | = $ |

| | |
|---|---|
| Number of weeks in a month: | 4 |
| Cost per week (from above math): | x $ |
| **Total cost per month:** | = $ |

# Money math: expenses

Are there small extra expenses you could cut out? How much would you save by:

- Making coffee at home rather than buying it?
- Buying a case rather than individual bottles of water or pop?
- Using a refillable bottle rather than bottled water?
- Bringing your own lunch rather than buying lunch at work or school?
- Cutting down from one pack of cigarettes per day to a pack per week?

# Money math: expenses

| I regularly spend money on: | Here's what it costs me each time: |
| --- | --- |
| | |
| | |
| | |
| | |
| | |

# Needs and wants

When you're making your spending plan, separate your expenses into **needs** and **wants**.

**Needs** are basic expenses, things you can't do without. We need shelter, food and water. Needs are things that keep us alive!

**Wants** are things we would like to have, but don't need to survive. They're our extra expenses — the "nice-to-have" things. It doesn't matter how much you want them. They don't keep us alive, so they aren't needs.

# What's important to you?

Good money management includes your needs and your wants. It just means you deal with your needs first. Then you can think about the things you want to have.

**Values** are what you think is important in life. Different people have different values.

# What's important to you?

| My needs | My values |
| --- | --- |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

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# Meeting your money goals

Are there small changes you could make to your regular spending to help save for your short-term and long-terms goals?

1. _____

2. _____

A spending plan tracks your expenses, but it's also about your goals. It helps you make sure you're spending your money in the way that's best for you.

# What kind of shopper are you?

## Discuss your thoughts:

- In general, do you spend money because you need something or because you like to shop?
- Do you buy on impulse, or do you plan each purchase?
- How does shopping make you feel?

# Getting your money in order

| My monthly income: | |
|---|---|
| | |
| | |
| TOTAL = | |

## My needs – basic expenses

| Item | Amount I spend each month |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |

## My wants – extra expenses

| Item | Amount I spend each month |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |

My total monthly expenses =

## How am I doing?

Income – Expenses =

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# Think about it

## Look at your My wants list from earlier:

- Is there anything you would like to change?
- Which item would be easiest to give up?
- The hardest?

Put aside the money you need from each paycheque to cover your basic expenses. Do that first.

Setup a money jar to cover your wants. It could be for a coffee per day, or a new pair of jeans.

Put in the money jar the amount you've decided to spend, and then stick to your spending plan. Pay with cash, not credit.

# Fill in the details

## Here's how you can get a clearer picture of your monthly expenses:

- Keep a money journal for a month. Record every purchase or payment you make.
- Keep all of your receipts. Add them up so you know for sure what you're spending.
- Read your bank statements if you have a bank account. Check the withdrawals.

It's easy to make a spending plan that covers big things, but misses all the little things we spend money on. Take time to figure out all the places you want your money to go.

# Making changes

Sure, entertainment is always going to be a want, not a need. But it's important to leave some room for fun in your spending plan.

# Let's talk about it

## Share your successes and ideas:

- Do you have money tips that others in the group might find helpful? What works for you?
- How do you make sure you have enough money for the things you need to pay for?
- Do you put aside money for an emergency?
- Have you ever had to spend a large amount of money for an unexpected event? Something you didn't plan for?
- Do you have advice for others who might find themselves in a similar situation?
- Are you saving for your child's future education? How do you go about it? Do you have ideas to share?

# How to learn more

For more information about Registered Education Savings Plans, Canada Learning Bonds and Canada Education Savings Plans, visit www.canlearn.ca.

For more information on making a budget, and sticking to it, see "Making a Budget" and "Budget Planner" on the Financial Consumer Agency of Canada's website at www.fcac.gc.ca.

Lots of banks have tools online to help you with budgeting. If you have a bank account, check your bank's website or ask a customer service representative at the bank for more information.

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# Congratulations!

You've completed the *Money Matters* Spending Plans workbook. You learned about:

- income and expenses
- needs and wants
- making a spending plan that works for you

For the last activity, we hope you will make a **pledge**.

A **pledge** is a serious promise to yourself or to others.

The **pledge** can be personal, or you can share it with others.

## My pledge

I pledge to work on my money management by:

Sometimes a pledge needs an action plan: a list of steps you'll take to make your pledge happen.

## My action plan

What do I need to do first?

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Who will support me?

---

How will I overcome obstacles and setbacks?

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# Thank you for participating in

# *Money Matters!*

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