

HELP WITH BUDGETING MONEY SUPPORTER TRAINING

Five partner agencies from the advice and support practitioner community across Scotland worked with Shelter Scotland and MAPs to develop this money first-aid training product. A total of 50 individuals were involved in the co-design process, contributing their own knowledge and experience to the information and resources within. The training product is intended to be **piloted with 250 individuals upon its release nationally.**

HELP WITH BUDGETING

A guide that explains different aspects to budgeting and being smart with money.

Money

Track your spending. Using cash lets you instantly see how much you are spending.

However, some mobile banking apps allow you to do this too.

For example, '**Monzo**' or '**Starling**' can instantly track and breakdown your money into pots and categories:

www.starlingbank.com

www.monzo.com

- Pay bills on time (organise bills and know when they need paid)
- Make sure bills are paid automatically
- Direct Debit (a bank account is required for this method)
- Standing Order (a bank account is required for this method).

Other payment options:

- Payment cards help spread costs by paying weekly, fortnightly or monthly. May be able to use these in places that accept Paypoint or Payzone

- Prepayment cards & tokens help pay for electricity and gas as you use it. They can be topped up at Paypoint and Payzone outlets
- Use Jam Jars or envelopes. This method divides your money into separate pots for different expenses such as food, clothes and socialising. Don't be tempted to take from another jar if one jar is empty.

Open a bank account

Bank accounts are safe and convenient for paying bills, receiving money and saving. If you have a computer and internet access, you can apply online. Alternatively, you can fill in an application form at the bank.

■ Current Account

Most people have a Current bank account which can receive and send automated payments. ID is required such as proof of name, address and DOB. Two separate documents are usually required such as a passport and a recent utility bill. If you don't have these, they may accept a letter from a responsible person such as a teacher, social worker, probation officer or GP. A current account can be accessed and managed online.

■ Basic Bank Account

If you are or have been bankrupt or have a poor credit rating, you may be able to open a Basic Bank account.

This account has no overdraft facility so you cannot become overdrawn. This can help with managing money. The account can still receive payments and send automated payments. ID is required.

A basic bank account can be accessed and

managed online or at the bank. Money can be withdrawn at bank counter or by cash machine.

■ Credit Union

If you are unable to get a current or basic bank account because of a low credit score, you could look at an account with a Credit Union. There is no credit check because the account does not allow the applicant to become overdrawn.

■ Pre-paid card

Benefits can also be paid onto a pre-paid card. Not all cards allow for automated payments and fees can vary. There is no overdraft facility.

Useful links

[ID issues](#)

[The Money and Pensions Service](#)

[How to open a bank account](#)

[Citizens Advice Scotland](#)

Identify Fraud and Scamming

Falling victim to a scam, having your identity stolen or your card cloned can be distressing for everyone. Someone stealing a person's identity to purchase goods is risk for everyone who has a bank account. Scams come in many forms and are all designed to get someone's money.

[Money Advice Scotland](#)

Shopping

- Write a shopping list. Plan meals and only buy the ingredients needed
- Shop in discount shops if possible (e.g. Aldi and Lidl)
- Try and avoid brands. There is little or no difference between a premium and an economy brand product. Use a price comparison website to check what supermarket is cheapest for your food
- Make the most of offers e.g. know when local supermarkets reduce prices on items close to their sell-by date. Many yellow sticker items can be frozen and used at a more convenient time
- Use supermarket savings cards to budget for Christmas shopping
- Look for money off vouchers. There are many websites where these are listed
- Check your change and till receipt for any mistakes.

Useful links

[Monthly Menu Planner](#)

www.mysupermarket.co.uk

[Money Saving Expert](#)

Cooking

- Think about learning to cook from scratch. It can work out cheaper than buying pre-made meals and takeaways
- Cooking in batches saves money. Portions can be frozen to use later.

[BBC Good Food website](#)

Travel

■ Bus

Buy a weekly or monthly ticket. Traveling long distances by coach can be inexpensive with tickets for as little as £1.

You can also pay for some coach journeys using Tesco Clubcard points.

■ Train

Travel off-peak where possible

Get a season ticket if you travel regularly.

Check for advance tickets. It can sometimes be cheaper to buy two single train tickets than one return ticket.

You can buy some railcards with Tesco Clubcard points.

and gumtree are good websites for this. Alternatively, car boot sales

- Join a library. Libraries offer free internet and PC access too
- Visit charity shops for cheap books and clothes
- Find free activities in your area.

‘ DO YOU NEED IT?

‘ CAN YOU AFFORD IT?

‘ HAVE YOU CHECKED IF IT’S CHEAPER ELSEWHERE?

Identify where savings can be made

- When house or content insurance comes up for renewal, shop around for a cheaper price
- Similarly, consider switching energy providers or mobile phone provider.

Useful links

[Gocompare](#)

[Money Supermarket](#)

Other

- Sell what you don't use to earn money and free up space. eBay

A GUIDE THAT EXPLAINS DIFFERENT ASPECTS TO BUDGETING AND BEING SMART WITH MONEY

You do not have to be a specialist money adviser to provide vital financial support to others and this training product has been designed for those who provide a range of frontline support services. As well as knowledge it also provides you with a toolbox-like collection of resources. Which you can make use of to facilitate the advice and support you provide to others.

Shelter
Scotland