

### Teaching/ Discussion:

Using the Student Guide, explain the various types of expenses (fixed, variable expenses, non-monthly, and unexpected expenses). Write them down on the whiteboard and ask participants if they can think of other examples of expenses that fall into these categories. Ask the participants to have these in mind when creating their own budgets.

Review the budgeting basics information in the Student Guide. Discuss what a budget is, the benefits of creating and using a personalized budget, and why budgeting is a key tool for financial success.

Remind the participants that beginning the process of budgeting can be daunting, especially if they have never used a personal budget before. It is important that they find a budgeting worksheet or tool that works for their needs, lifestyle, and learning style.

Remind them of the additional budgeting worksheets and resources in the Toolkit and Student Guide. They can choose between additional budget templates, websites, apps, and other tools to find a budget that works best for them. Some individuals may prefer to use a spreadsheet, while others may prefer to use an app.

Emphasize that the most important thing is to make their budget work for them and their own unique needs. Hand out the “Budgeting Apps” and “Budgeting Tips” handouts.

### Activity:

Using the information in the PowerPoint Slides, discuss a fictional person who is spending more than they’re earning. Write their expenses on the whiteboard or project the example table below, using the PowerPoint slides.

Ask participants to work in small groups (in the classroom or in Breakout Rooms) to figure out which monthly expenses to cut out and which to keep, determining the expenses that are important to them.

**Note:** This is an opportunity to make the class more interactive and fun by adding humor to this example scenario, such as a silly name for the example person or funny or unusual expenses in their budget.