

WORKSHOP THREE: CREATING A BUDGET & RESOURCES TO SAVE MONEY

Advanced Preparations for Workshop 3:

Set-up: Prepare room for class with adequate chair/table arrangement and sign-in sheets. Set up projector and PowerPoint slides. If facilitating an online session, set up the slides and Zoom meeting room.

Materials Needed For This Class:

1. Attendance sheet
2. Whiteboard
3. Facilitator Guide
4. Student Guide (Workshop 3)
5. Laptop & projector
6. PowerPoint slides (Workshop 3)
7. Workshop 3 Worksheets
8. Calculators
9. Paper and pens/pencils/markers
10. Additional budgeting worksheets and resources
11. “Budgeting Apps” Handout
12. “Budgeting Tips” Handout
13. “Money Saving Resources Handout”
14. List of local money-saving resources

Learning Objectives:

Upon conclusion of Workshop 3, participants will:

1. Understand the definitions of fixed expenses, variable expenses, non-monthly expenses, and unexpected expenses.
2. Differentiate their expenses into needs and wants.
3. Create a personalized, working budget and commit to working with it for the next week.
4. Identify areas in their budgets in which they need to adjust their spending and make a plan to do so.
5. Have learned at least three new resources in the community for saving money.