



Taking care of your money

This resource was created with support from BNY



This presentation will cover

- Money coming in and going out
- Looking after your money
- Budgeting

Money coming in and going out

Where does your money come from?

Discuss the different ways you might get money...

This can be things like:

- Benefits payments
- Gifts
- Family giving money to provide support
- Wages



Wages

Wages are the money that your employer pays you for the work that you do.

They pay you a certain amount for every hour you work.

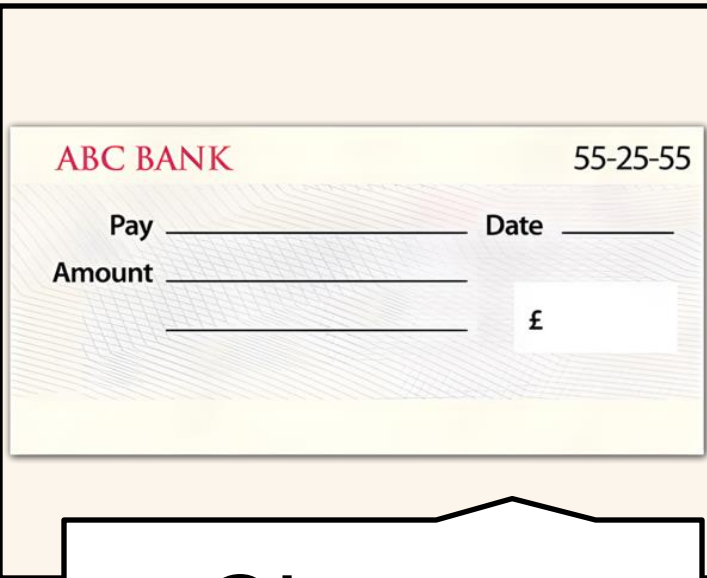


Income

All the money that you get in a month is called **income**.



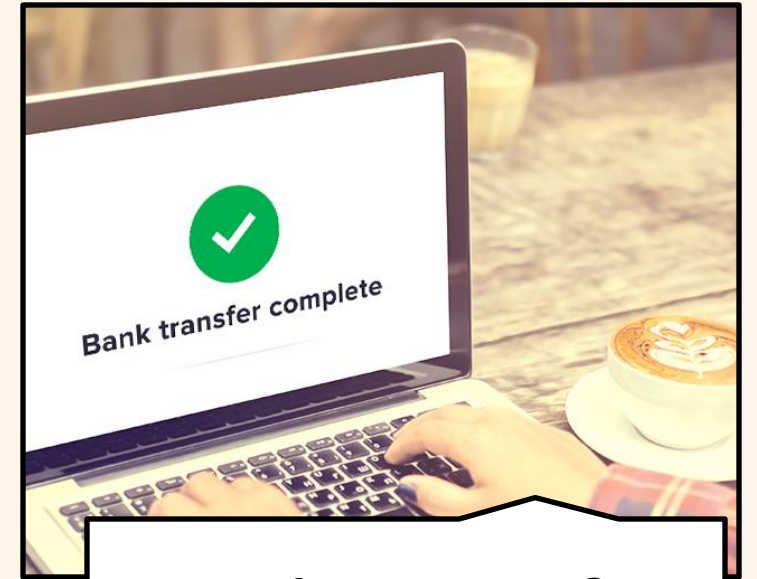
How is your money paid to you?



Cheque



Cash



Bank transfer

What do you spend your money on?

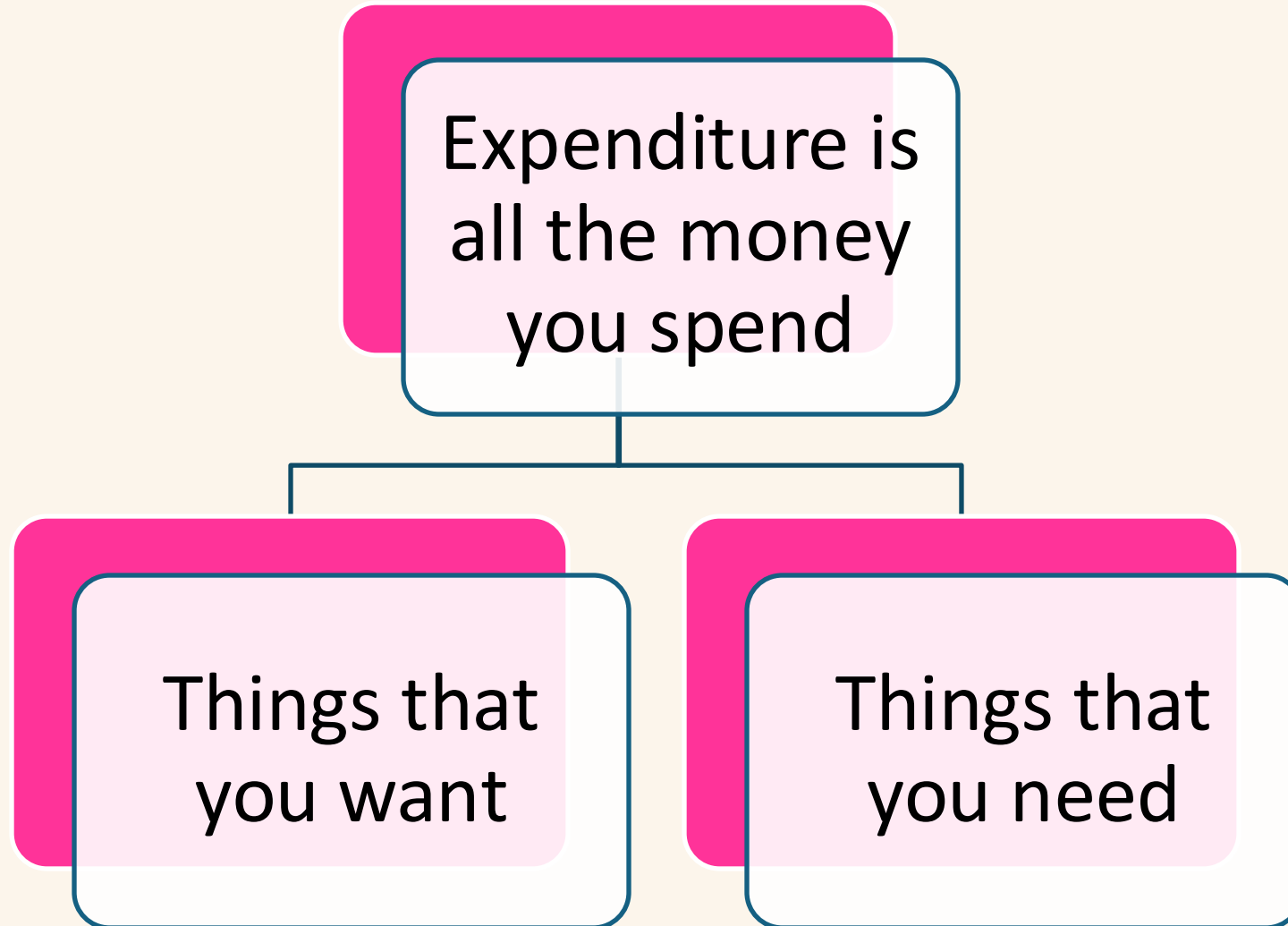


Expenditure

All the money that you spend in a month is called **expenditure**.



Spending your money



Needs are the things we must have



Wants are things that we would like to have



Practical task: need or want?

You can use post-it notes or pieces of paper for this task...

- Write down one thing that you spend your money on regularly.
 - Now try to choose which column it should go in: needs or wants.
-
- Keep writing more things and putting it into a column.
 - Can you explain the reasons for your choices?

How much does it cost?

A £1 chocolate bar everyday will cost...

£1.00 x 7 days = **£7.00 a week**

£7.00 x 4 weeks = **£28.00 a month**

£7.00 x 52 weeks in a year = **£364.00 a year**



How much does it cost?

Think of something that you buy often that is a 'want' or luxury item.

This might be a takeaway coffee or a meal deal.

Use a calculator to work out what that item costs you over a year.

It might surprise you!

Item	Cost of item	Number of days you buy it in a week	Total cost each week	Multiply by 52 weeks in a year	Total cost per year
Chocolate bar	£1.00	X 7	£7.00	X 52	£364.00
Bottle of fizzy drink	£1.95	X 7	£ .	X 52	£. .
Bag of crisps	£1.10	X 7	£ .	X 52	£. .

Practical task: spending habit changes

- Look at the spending habits on the next slide.
- For each one, try to think of something you could do instead that would save money.
- Ask yourself, 'How can I do the same, but on a budget?'
- Discuss and share your ideas.

Spending habit

Every Friday and Saturday I have a takeaway.



Spending habit

I buy birthday presents for people a few days before I need them.



Spending habit

I often buy a meal deal at the supermarket for lunch.



Spending habit

I always buy my favourite toiletry brands whenever I need them.



Spending habit

I go shopping with friends every weekend and always come home with something I didn't plan to buy.



Spending habit

I buy a bus ticket to travel to town each day.



Spending habit

I get a takeaway coffee on my way home each day.



Spending habit

I buy ready meals for dinner most nights.



Looking after your money

Banks

A bank is the safest place to keep money.



Bank statements

Have you seen something like this?

Do you know what they are?

Can you spot any key information on them?

 RBS		Statement		Account Number: 11111111	
The Royal Bank of Scotland		SELECT ACCOUNT		Sort Code: 16-10-00	
				BIC: RBSGB2L	
				IBAN: GB11RBOS 1610 0011 1111 11	
				MR TEST TESTER	
				CURRENT ACCOUNT	
Branch Details		Your Details		Period	22 Oct 2014 to 21 Dec 2014
ANY BRACH		MR T TESTER		Previous Balance	£1803.90
ANY STREET		1 TEST STREET		Paid Out	£2,684.10
ANY TOWN		TEST TOWN		Paid In	£2,180.40
AN1 TWN		TE5 7ER		New Balance	£300.20
Date	Type	Description	Paid In	Paid Out	Balance
BRIGHT FORWARD					1803.90
22 Oct 2014	AUTOMATED PAY IN	650274051211-CHB		190.40	1803.9
22 Oct 2014	DIGITAL BANKING	CALL REF. NO. 3442, FROM A/C 22222222		140.00	1613.5
24 Oct 2014	Faster Payment	Amazon		132.30	1473.5
24 Oct 2014	BACS	Tebay Trading Co.		515.22	1341.2
25 Oct 2014	Faster Payment	Morrisons Petrol		80.00	825.98
25 Oct 2014	BACS	Business Loan	20,000.00		745.98
26 Oct 2014	BACS	James White Media		2,461.55	20745.98
27 Oct 2014	Faster Payment	ATM High Street		100.00	18284.43
01 Nov 2014	BACS	Acorn Advertising Studies		150.00	18184.43
01 Nov 2014	BACS	Marriott Hotel		177.00	18034.43
01 Nov 2014	Faster Payment	Abellio Scotrail Ltd		122.22	17857.43
01 Nov 2014	CHQ	Cheque 0000234		1,200.00	17735.21
01 Dec 2014	Int. Bank	Interest Paid	9.33		16535.21
01 Dec 2014	DD	OVO Energy		2470.00	16544.54
21 Dec 2014	BACS	Various Payment		10,526.40	14074.54
21 Dec 2014	BACS	HMRC		1,000.00	3548.14
21 Dec 2014	DD	DVLA		280.00	2548.14
Balance Received Forward					

Why are bank statements useful?

You can use them to:

- check your wages have been paid
- check you have received benefits
- check that all the payments were made by you
- see what money you have left.



**How can we pay for everything we need?
How can we still have money to spend on things we want?**



Budgeting

What is a budget?

A budget is a plan you write down to choose how you will spend your money each month.

It helps us to understand and keep track of the money we have coming in and going out.



Why do we make a budget?

It helps us to:

- pay for the things that we need
- know how much we can spend on the things that we want
- know if we have enough money to save
- avoid owing money.



Practical task: make a budget

Let's make a budget...

What you will need:

- your latest bank statement
- a calculator

The bank statement will help you to see the money coming in and going out of your account.



How to make a budget

Step 1:

Add together all the money that you get in a month.

This is your total income.

Income	
	Weekly
Earnings / wages	£80.00
Benefits	
Universal Credit	£311.68
Personal Independence Payment (Daily living and mobility)	£101.35
Severe Disability Payment	£70.00
Other income	£20.00
Pensions	
State Pensions	
Pension Credit	
Total Income	£583.03

How to make a budget

Step 2:

Add together all the money that you spend or pay out during a month.

This is your total expenditure.

Expenditure	
Outgoings	Weekly
Rent	£450.00
Building Contents insurance	£2.00
TV Licence	£3.00
Utilities	
Gas	£10.00
Electricity	£12.00
Water	£4.00
Household	
Food	£35.00
Travel	
Bus	£0.00
Other	
Phone	£2.00
Total Expenditure	£518.00

How to make a budget

Step 3:

Use a calculator to take away the money you get from the money you spend.

In this example there is £65.03 left.

Now you know what you have left.

This money can be spent on things you want, it can be saved, or you can do a bit of both.

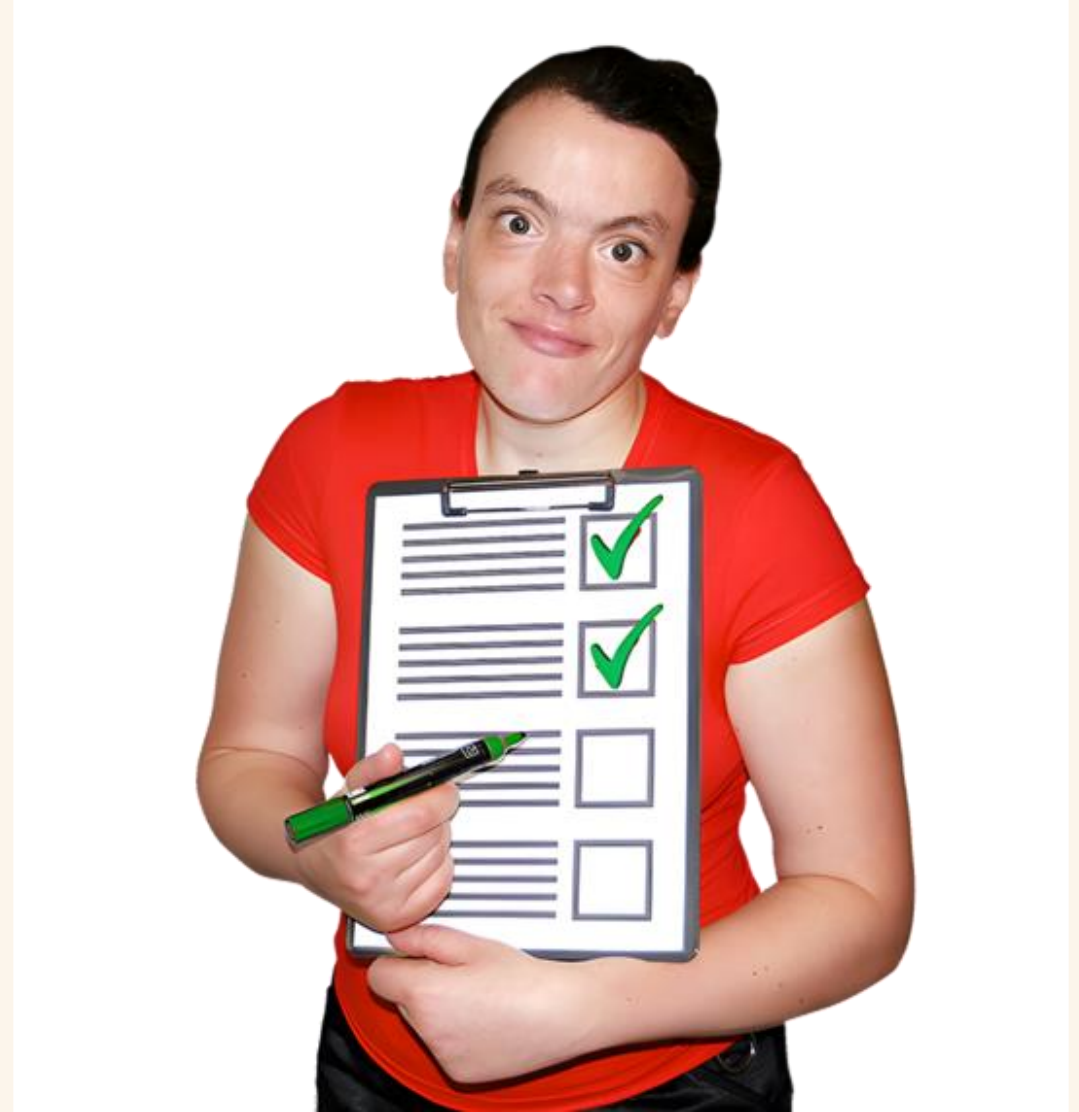
Total weekly income	£583.03
Total weekly expenditure	£518.00
Total income take away total expenditure	£583.03 - £518.00
Total left to spend or save	£65.03



How can we keep to the budget?

It helps us to:

- use an app to keep track of spending
- plan your meals
- know what you have budgeted for food shopping and try to stick to it
- avoid using a credit card
- think carefully about buying expensive things.



Where to get more help?

Visit: <https://www.mencap.org.uk>

Contact the Mencap Learning Disability Helpline

Tel: 0808 808 1111

Email: helpline@mencap.org.uk

