

CASE STUDY E

Mike and Sara Howard are both 45 and have 3 teenage kids. Mike works as a **teacher at local middle school** and Sara works as a **manager at a coffee shop**. They have lived in a small town in Alabama for the past 20 years. They have a **decent emergency fund** but are **concerned that they are not being good stewards** and **want to begin being more intentional about living on a budget**. They've always paid their credit cards off at the end of the month and believe in driving a car that is paid off. **They go to church, and put a \$20 bill in the offering plate** each Sunday.

Mike's job at the school provides good health and disability insurance, as well as **a pension that should provide a good income in retirement**. Sara's job doesn't have a lot of benefits, but they both contribute the maximum amount each year. Mike and Sara both have 20 year term life insurance policies which cover about 10x their annual income.

Help the Howard family with their budget and maintenance system.

- Complete the "% Spending Plan" tab, using appropriate percentages from the "Percentage Guide" tab.
- In the "Spending Plan" tab, complete the "new budget" column, explaining significant changes in the "old budget".
- Input their new budget into the "Monthly Budget" sheet for the month of January.
- Analyze their spending (pre-filled in the "Jan" sheet) against their budget and consider what you would recommend to them at your next meeting. Write your discussion points in the Comments box at the bottom of the "Jan" sheet.

The questions below will be in the Assignment for Case Study E. They are listed here so you can be thinking about them and review the forms in this spreadsheet.

1. While referring to the Crown Money Map, you will notice that the Howards are at Destination 4. What would you discuss with them about developing a sustainable Maintenance Plan?
2. What specific actions would you recommend to the Howards about Destination 4 adjustments to their budget?
3. Are there topics or questions you might like to discuss with the Howards about their plans and goals?



Assets & Liabilities	
Date:	

Comments

ASSETS (Present Market Value)	Balance
Cash On Hand (both husband and wife if married)	300
Checking Accounts	6,000
Savings Accounts	40,000
HSA / FSA Accounts	
Stocks and Bonds	
Cash Value of Life Insurance	
Valuable Collections (coins, stamps, etc.)	
Primary Home Value (look up value, e.g., zillow.com)	350,000
Other Real Estate	
Mortgages/Notes Receivable	
Automobile 1 - 7 year old Chevy Malibu	7,600
Automobile 2 - 7 year old Chrysler Town & Country Van	9,000
Automobile 3 - 5 year old Honda CR-V	19,000
Personal Property (Furniture, Jewelry, etc.)	
Retirement Savings (401k, 403b, IRAs, Pension, etc.)	350,000
College Savings	
Other Assets	
Total Assets	781,900

LIABILITIES / DEBT LIST					
CREDIT CARDS (only list cards for which you do not pay the full statement balance each month)					
Credit Card Issuer	What Was Purchased	Minimum Monthly Payment	Interest Rate	Months Past Due	Balance Due
Total Credit Cards		0			0
AUTO LOANS					
Loan Company	Year, Make, Model	Minimum Monthly Payment	Interest Rate	Months Past Due	Balance Due
Total Auto Loans		0			0
HOME MORTGAGES (includes home equity loans or lines of credit)					
Mortgage Service Company	Property Address	Minimum Monthly Payment	Interest Rate	Months Past Due	Balance Due
New American Funding	456 Lark Lane	1,020.00	5.00%		150,000.00
Total Home Mortgages		1,020			150,000
OTHER DEBT (education, medical, personal, business, legal, IRS, etc.)					
Who	Type of Debt (medical, education, etc.)	Minimum Monthly Payment	Interest Rate	Months Past Due	Balance Due
Total Other Debt		0			0

Total Liabilities/Debts	150,000
NET WORTH (Total Assets minus Total Liabilities/Debts)	631,900

Instructions

1. Find the family situation that most closely represents your family (i.e. Married with 4 children, Single with roommate, etc.).
2. Find the gross income level that most closely represents your family (i.e. \$25,000 to \$125,000).
3. Taxes include all current actual monthly Federal, Social Security, Medicare, State, and Local Income Tax Taxes.

Suggested Percentage Guidelines For Family Income

(Married with 4 Children)

GROSS HOUSEHOLD INCOME:	25,000	35,000	45,000	55,000	85,000	125,000
1. Tithe/Giving	10%	10%	10%	10%	10%	10%
2. Total Taxes	Use Current Monthly Taxes					

Net Spendable Income:(Gross Income - Tithe/Giving - Total Taxes) percentages below add to 100%

3. Housing	38%	38%	34%	33%	32%	32%
4. Food	15%	15%	14%	14%	14%	14%
5. Transportation	14%	14%	12%	12%	11%	11%
6. Insurance	5%	5%	5%	5%	5%	5%
7. Debts	5%	5%	5%	5%	5%	5%
8. Entertainment/Recreation	3%	4%	4%	5%	5%	5%
9. Clothing	5%	5%	6%	6%	7%	7%
10. Savings	4%	4%	5%	5%	5%	5%
11. Health & Wellness	8%	7%	7%	7%	7%	7%
12. Miscellaneous	3%	3%	5%	5%	5%	5%
13. Investments	0%	0%	3%	3%	4%	4%
Total Net Spendable Income:	100%	100%	100%	100%	100%	100%

14. School/Child Care no guideline percentages

Suggested Percentage Guidelines For Family Income

(Married with 2 Children)

GROSS HOUSEHOLD INCOME:	25,000	35,000	45,000	55,000	85,000	125,000
1. Tithe/Giving	10%	10%	10%	10%	10%	10%
2. Total Taxes	Use Current Monthly Taxes					
Net Spendable Income:(Gross Income - Tithe/Giving - Total Taxes) percentages below add to 100%						
3. Housing	39%	36%	32%	30%	30%	29%
4. Food	15%	12%	13%	12%	11%	11%
5. Transportation	15%	12%	13%	14%	13%	13%
6. Insurance	5%	5%	5%	5%	5%	5%
7. Debts	5%	5%	5%	5%	5%	5%
8. Entertainment/Recreation	3%	5%	5%	7%	7%	8%
9. Clothing	4%	5%	5%	6%	7%	7%
10. Savings	5%	5%	5%	5%	5%	5%
11. Health & Wellness	5%	6%	6%	5%	5%	5%
12. Miscellaneous	4%	4%	6%	6%	7%	7%
13. Investments	0%	5%	5%	5%	5%	5%
Total Net Spendable Income:	100%	100%	100%	100%	100%	100%
14. School/Child Care	no guideline percentages					

Suggested Percentage Guidelines For Family Income

(Married with No Children)

GROSS HOUSEHOLD INCOME:	25,000	35,000	45,000	55,000	85,000	125,000
1. Tithe/Giving	10%	10%	10%	10%	10%	10%
2. Total Taxes	Use Current Monthly Taxes					
Net Spendable Income:(Gross Income - Tithe/Giving - Total Taxes) percentages below add to 100%						
3. Housing	40%	36%	34%	32%	31%	30%
4. Food	15%	14%	13%	12%	11%	11%
5. Transportation	15%	14%	14%	13%	13%	13%
6. Insurance	5%	5%	5%	5%	5%	5%
7. Debts	5%	5%	5%	5%	5%	5%
8. Entertainment/Recreation	3%	4%	4%	5%	7%	7%
9. Clothing	4%	4%	5%	6%	6%	7%
10. Savings	4%	4%	4%	5%	5%	5%
11. Health & Wellness	6%	6%	6%	6%	5%	5%
12. Miscellaneous	3%	4%	5%	6%	7%	7%
13. Investments	0%	4%	5%	5%	5%	5%
Total Net Spendable Income:	100%	100%	100%	100%	100%	100%
14. School/Child Care	no guideline percentages					

Suggested Percentage Guidelines For Individual Income

(Single with 1 Child)

GROSS HOUSEHOLD INCOME:	25,000	35,000	45,000	55,000	85,000	125,000
1. Tithe/Giving	10%	10%	10%	10%	10%	10%
2. Total Taxes	Use Current Monthly Taxes					
Net Spendable Income:(Gross Income - Tithe/Giving - Total Taxes) percentages below add to 100%						
3. Housing	40%	39%	39%	36%	34%	30%
4. Food	15%	14%	14%	13%	13%	12%
5. Transportation	15%	14%	14%	13%	13%	12%
6. Insurance	3%	3%	4%	4%	5%	5%
7. Debts	5%	5%	5%	5%	5%	5%
8. Entertainment/Recreation	3%	4%	4%	6%	6%	6%
9. Clothing	5%	5%	5%	6%	7%	7%
10. Savings	5%	5%	5%	5%	5%	5%
11. Health & Wellness	6%	7%	6%	6%	6%	6%
12. Miscellaneous	3%	4%	4%	6%	6%	6%
13. Investments	0%	0%	0%	0%	0%	6%
Total Net Spendable Income:	100%	100%	100%	100%	100%	100%
14. School/Child Care	no guideline percentages					

Suggested Percentage Guidelines For Individual Income

(Single with No Children / Living Alone)

GROSS HOUSEHOLD INCOME:	25,000	35,000	45,000	55,000	85,000	125,000
1. Tithe/Giving	10%	10%	10%	10%	10%	10%
2. Total Taxes	Use Current Monthly Taxes					
Net Spendable Income:(Gross Income - Tithe/Giving - Total Taxes) percentages below add to 100%						
3. Housing	40%	38%	36%	34%	32%	30%
4. Food	6%	6%	7%	7%	7%	7%
5. Transportation	15%	15%	14%	14%	13%	13%
6. Insurance	4%	4%	4%	5%	5%	5%
7. Debts	5%	5%	5%	5%	5%	5%
8. Entertainment/Recreation	6%	6%	7%	7%	8%	9%
9. Clothing	5%	6%	6%	7%	8%	8%
10. Savings	5%	5%	5%	5%	5%	5%
11. Health & Wellness	6%	5%	5%	5%	4%	4%
12. Miscellaneous	5%	6%	6%	6%	7%	7%
13. Investments	3%	4%	5%	5%	6%	7%
Total Net Spendable Income:	100%	100%	100%	100%	100%	100%
14. School/Child Care	no guideline percentages					

Suggested Percentage Guidelines For Individual Income

(Single with No Children / Living with Roommate)

GROSS HOUSEHOLD INCOME:	25,000	35,000	45,000	55,000	85,000	125,000
1. Tithe/Giving	10%	10%	10%	10%	10%	10%
2. Total Taxes	Use Current Monthly Taxes					
Net Spendable Income:(Gross Income - Tithe/Giving - Total Taxes) percentages below add to 100%						
3. Housing	25%	24%	23%	22%	21%	20%
4. Food	6%	6%	6%	7%	7%	7%
5. Transportation	20%	19%	18%	16%	15%	13%
6. Insurance	4%	4%	4%	5%	5%	5%
7. Debts	5%	5%	5%	5%	5%	5%
8. Entertainment/Recreation	9%	9%	9%	9%	10%	10%
9. Clothing	7%	7%	7%	7%	7%	8%
10. Savings	8%	8%	9%	10%	10%	10%
11. Health & Wellness	6%	6%	6%	5%	5%	5%
12. Miscellaneous	5%	6%	6%	7%	7%	7%
13. Investments	5%	6%	7%	7%	8%	10%
Total Net Spendable Income:	100%	100%	100%	100%	100%	100%
14. School/Child Care	no guideline percentages					

Revised Oct 29, 2022

Percentage Spending Plan

Gross Monthly Income		<i>from Current Spending Plan:</i>	8,050	96,600
	Input appropriate % from "Percentage Guide"			Annual Income
Income Deductions	Percentage	x	Gross Monthly Income	=
				Guideline Amount
1. Tithe/Giving	10%	x	8,050	=
2. Total Taxes	<i>no guideline</i>		<i>actual from Current Spending Plan:</i>	=
Net Spendable Income (NSI)			5,341	64,094
				Annual NSI

Expense Category	Percentage	x	Net Spendable Income	=	Guideline Amount
3. Housing	30%	x	5,341	=	1,602
4. Food	11%	x	5,341	=	588
5. Transportation	13%	x	5,341	=	694
6. Insurance	5%	x	5,341	=	267
7. Debts	5%	x	5,341	=	267
8. Entertainment/Recreation	7%	x	5,341	=	374
9. Clothing	7%	x	5,341	=	374
10. Savings	5%	x	5,341	=	267
11. Health & Wellness	5%	x	5,341	=	267
12. Miscellaneous	7%	x	5,341	=	374
13. Investments	5%	x	5,341	=	267
14. School/Child Care	<i>no guideline</i>				
Total Percentages: (cannot exceed 100%)	200%				
Total Guideline Expenses: (cannot exceed Net Spendable Income)					5,341

OK

Revised Oct 29, 2022

Spending Plan	Current	Guideline	New Budget	Comments
---------------	---------	-----------	------------	----------

INCOME vs. EXPENSE SUMMARY (calculated)				
Net Spendable Income	6,036		5,746	
Less Total Expenses	6,685		5,746	
Surplus or Deficit	(649)		0	

Monthly Income				
Gross Monthly Income	8,050		8,050	
Monthly Salary - Husband	4,583		4,583	
Monthly Salary - Wife	3,467		3,467	
Dividends				
Commissions				
Bonuses/Tips				
Retirement Income				
Net Business Income				
Other Income				

LESS				
Category 1 - Tithe/Giving (monthly)	110	805	400	
The Local Church	80		300	Because you are more frugal in other categories, it is possible to give more here as the Lord leads. Consider His consistent teaching throughout Scripture that He will bless those who cheerfully give to Him and His kingdom. You have very faithful to give regularly; now may be a great time to increase this category even more.
The Poor				
Other Ministries - Food Pantry	30		100	
Other Giving				

Category 2 - Taxes (monthly)	1,904	1,904	1,904	
Taxes (Fed, State, Medicare, Social Security)	1,904		1,904	
Other				

Do not include medical/dental premiums, retirement plans, HSA/FSA contributions, charity contributions that are deducted from paycheck. Include these deductions as expenses in rows listed below.

NET SPENDABLE INCOME (monthly)	6,036	5,341	5,746	
---------------------------------------	--------------	--------------	--------------	--

Monthly Expenses				
Category 3 - Housing (monthly)	1,950	1,602	2,141	
Mortgage(s) (from Debt List)	1,020		1,020	Because of frugality in other categories, you are able to pay a little extra each month on the principle of your mortgage. Just adding this much extra each month results in an extra \$48,805.01 being paid over the next 10 years.
Extra Mortgage Payment			311	
Rent				
Insurance (paid annually, not escrowed in the mortgage)	200		200	
Property Taxes (paid annually, not escrowed in the mortgage)	100		100	
Electricity	150		150	
Gas	60		60	

Spending Plan	Current	Guideline	New Budget	Comments
Water	40		40	
Sanitation	30		30	
Telephone / Cell phone	180		180	
Maintenance	50		50	
Internet / Cable Service	120		0	Consider downsizing to a cheaper subscription or eliminating this service altogether. Can you use your phones as hotspots for the internet connections you really need?
Other				
Category 4 - Food (monthly)	1,200	588	800	
Grocery	1,200		800	Consider possible ways to spend less here and ways to keep bringing this amount down closer to the guideline in order to increase in other categories. Is there a bulk foods store with better prices for a family of your size? Can you start buying store brand rather than brand name? Could you raise some food in a garden? Could you buy ingredients to prepare meals rather than buying frozen or otherwise pre-made meals?
Other				
Category 5 - Transportation (monthly)	650	694	650	
Auto Payment(s) (from Debt List)	0		0	
Extra Auto Payment				
Gas & Oil	330		330	
Auto Insurance	250		250	
Licenses & Taxes	10		10	
Maintenance	60		60	
Replacement				
Other - Tolls/Parking/Transit Fares				
Category 6 - Insurance (monthly)	200	267	200	
Life	40		40	
Health/Dental	160		160	
Disability				
Other				
Category 7 - Debts (monthly)	0	267	0	
Total Credit Cards (from Debt List)	0		0	
Total Other Debt (from Debt List)	0		0	
Extra Debt Payments				
Category 8 - Entertainment & Recreation (monthly)	280	374	230	
Eating Out / Lunches	150		100	Consider ways to spend less here. Cut back on eating out. Pack lunches at home rather purchasing daily. Use the school lunch system.
Baby Sitters				
Activities / Trips				
Vacation	100		100	
Pets	30		30	
Hobbies and Sports				
Other				

Spending Plan	Current	Guideline	New Budget	Comments
Category 9 - Clothing (monthly)	110	374	110	
Children's Clothing Needs	60		60	
Husband/Wife Clothing Needs	50		50	
Other				
Category 10 - Savings (monthly)	200	267	200	
Savings Account	200		200	
Credit Union				
Other				
Category 11 - Health & Wellness (monthly)	380	267	280	
Doctor	250		200	Do these two categories (Doctor and Dental) need this much each month on top of the Health/Dental insurance? If not, consider moving some of this money to another category (Giving?).
Dentist	100		50	
Prescriptions				
Eye Glasses / Contacts	30		30	
HSA or FSA Contributions				
Other				
Category 12 - Miscellaneous (monthly)	315	374	235	
Toiletries / Cosmetics	80		50	Consider more frugal alternatives for supplies in this category until the mortgage is paid off.
Beauty / Barber	50		25	Condider learning to cut at least the children's hair at home.
Laundry / Cleaning				
Allowances	60		60	
Subscriptions				
Gifts (including Christmas)	125		100	Cutting back a little here just to help balance the budget.
Cash				
Other				
Category 13 - Investments (monthly)	1,000	267	500	
Employer 401k/403b plans				
Retirement IRAs	1,000		500	normally contribute about 12,000 to two Roth IRAs at end of the year. This is a good idea and has created a great nest egg for retirement, but consider spending less on this category in order to increase in other categories (Giving, Extra mortgage payment, etc.). Once the mortgage is paid off, you could put more back into this category.
College Funds				
Non-Retirement Stocks, Bonds, Mutual Funds				
Investment Real Estate				
Other				
Category 14 - School/Child Care (monthly)⁽¹⁾	400		400	
School Tuition				
School Books, Supplies, Materials, etc				
Transportation				
Day Care				

Spending Plan	Current	Guideline	New Budget	Comments
Tutoring, Lessons for Music, Dance, etc	400		400	As long as these lessons are in any way beneficial, I would not recommend cutting them. But sometimes lessons in this category are wasted due to lack of interest or commitment in the ones receiving them. If this is the case, consider reallocating some of these funds to other categories.
Other				
Total Expenses	6,685	5,341	5,746	

(1) This category does not have a guideline amount.

Form Version Nov 28, 2022

Monthly Budget

Monthly Budget

For Year :

Category:	INCOME	TITHE/ GIVING	TAXES	HOUSING	FOOD	TRANSPORT	INSURANCE	DEBTS	ENTERTAINMENT RECREATION	CLOTHING	SAVINGS	HEALTH & WELLNESS	MISC.	INVESTMENTS	SCHOOL/ CHILD CARE	TOTAL EXPENSES	SURPLUS / DEFICIT
Month																	
Jan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Feb	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mar	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Apr	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jun	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jul	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aug	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sep	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Oct	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nov	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dec	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Form Version Nov 28, 2022

Monthly Budget

Category	INCOME	TITHE/ GIVING	TAXES	HOUSING	FOOD	TRANSPORT	INSURANCE	DEBTS	ENTERTAINMENT RECREATION	CLOTHING	SAVINGS	HEALTH & WELLNESS	MISC.	INVESTMENTS	SCHOOL/ CHILD CARE	TOTAL EXPENSES	This Month SURPLUS / DEFICIT
Month: January																	
Year: 0																	
Category BUDGETED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Date																	
1	2,291.50		542.00				80.00										622
2		20.00				75.00			54.00		200.00						349
3					134.00												134
4	866.75		204.99							164.80							370
5				1,020.00		84.00						134.45					1,238
6																	0
7				30.00	85.00				83.20				13.70				212
8				90.00		64.00											154
9		20.00															20
10															75.00		75
11	866.75		204.99		97.00	89.00							56.00				447
12																	0
13				70.00													70
14									76.58								77
15	2,291.50		542.00	35.00	178.00		80.00										835
16		20.00			31.00										162.00		213
17						63.00											63
18	866.75		204.99														205
19					240.00												240
20		30.00				78.00			42.10								150
21				179.95													180
22					112.00								71.29				183
23		20.00											14.30		234.00		268
24									23.54								24
25	866.75		204.99		86.00		40.00										331
26				120.00		82.00			56.92								259
27									74.21								74
28					152.00												152
29						250.00											250
30		20.00															20
31																	0
This Month	8,050	130	1,904	1,545	1,115	785	200	0	411	165	200	134	155	0	471	7,215	835
This Month vs. Budget	8,050	(130)	(1,904)	(1,545)	(1,115)	(785)	(200)	0	(411)	(165)	(200)	(134)	(155)	0	(471)	(7,215)	
Year to Date	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Year to Date	8,050	130	1,904	1,545	1,115	785	200	0	411	165	200	134	155	0	471	7,215	835
YTD Actual vs. Budget	8,050	(130)	(1,904)	(1,545)	(1,115)	(785)	(200)	0	(411)	(165)	(200)	(134)	(155)	0	(471)	(7,215)	

Form Version Aug 6, 2023

Comments /
Questions /
Recommendations
(hit Alt-Enter to
move to a new
line):