

Crisis Budget Template

Four Important Steps to Take Control and Have a Plan

1. Create a Budget: Prioritize needs that must be met first.
2. Make a list of all your creditors including their name, contact details, account number, and payment information.
3. Plan to contact different service providers and creditors to see if they have assistance or deferral plans in place. Many will be willing to work with you.
4. Research other assistance that might be available in your community to help take some of the pressure off of your finances.

Food	You and your family must eat. Search for state and local resources for food stability such as meal centers or food banks. Look for ways to stretch your food budget such as coupons and specials. Plan your food budget ahead of time.
Shelter	If you can make your mortgage or rent payments, they should be a priority. You cannot just stop making your mortgage or rent payment. Work with your landlord or mortgage company. Rent and landlord relief funds may be available in your area.
Transportation	Vehicle payments may be deferrable. Contact your lender to see what options are available.
Phone	Communication is key for job interviews, etc. Contact your provider to see if you can lower your costs or shop around for a lower cost plan.
Medications	Prescriptions and other health supplies are essential. Do not sacrifice your health during this stressful time. Ask your doctor or pharmacist if help with medications is available.
Insurance	Do not let your insurance lapse. Call your insurance providers for assistance, a revised lower cost temporary plan, or other assistance.
Utilities	Contact your utility providers as soon as possible to give you more opportunities to take advantage of any assistance they may have.
Clothing	If you have sufficient clothing to wear, this should be an expense that can be moved to a secondary priority or put on hold indefinitely.
Estimated Bills	If your bills vary from month to month, you can look at your last few months of payments and use an average.

Crisis Budget

INCOME (Label Column with Month or Week)						
Paycheck(s)						
Unemployment						
Savings Withdrawal						
Other						
TOTAL INCOME						
High Priority Budget Items						
Food						
Shelter (Mortgage/Rent)						
Transportation						
Phone						
Medications						
Insurance						
Utilities						
TOTAL ESSENTIAL BUDGET ITEMS						
Remaining (Income minus Total)						
<p>*If the remaining balance is negative, reach out to creditors and landlords. Check 211.org to find additional resources. Plan several weeks or months ahead so you know if you need to save from previous columns to pay upcoming bills.</p>						
Other Expenses						
Clothing						
Total						
Balance (Remaining funds minus other expense total)						
<p>*If balance is negative go back and create a plan month by month to pay what you can when you can.</p>						

