Budget Planning Tool | Quick Help Guide

Members can use the budget calculator to review and plan their monthly spending. It helps with planning how to spend Medicaid funds without the worry of going over your budget.

My Spending | Calculate your spending

1. **Total Spend** represents sections 2 and 3: the amount of services successfully processed and paid by PPL plus additional services received up until today that haven’t yet been processed by PPL.

2. **Remaining Budget** is the amount left from your monthly budget.

3. Review your hours and expenses recorded so far for the month.

4. Enter any hours and services that were spent/used but not yet recorded (include today’s service expenses). Examples: Hours in a timesheet that have not yet been submitted or a paper timesheet mailed but not yet received.

5. Ability to adjust rate to reflect a potential pay rate change or alternative rate will be coming in the future.

6. Add additional expenses if not listed.

Plan Expenses | Estimate future expenses for the month

1. Estimate your hours of services needed for the days remaining in the month. Providers who already submitted hours for the month will be listed. Depending on your program, you can allocate hours that qualify as overtime to your providers.

2. (If the remaining amount is too large, or exceeds the monthly budget, you can adjust your services.)

3. Add additional expenses if not listed.

Summary | Review expenses and remaining budget

1. **Total Spend** is the amount already spent plus the estimated planned costs.

2. **Remaining Budget** is the amount left after subtracting Total Spend from your monthly budget.

3. Please provide feedback so we can continue to improve the calculator.

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