

5. Charges receiving pastors are responsible for the moving expenses of their new pastor. It is the policy of the Conference to assist financially those charges that experience a second move in less than four years. In addition, the Conference is responsible for a newly retiring clergy's moving expenses within the boundaries of the Conference. Contact your District Superintendent for further information.

COMMON QUESTIONS ASKED BY PPR COMMITTEES

1. *How is the Minimum Salary determined?*

The Annual Conference votes for the Minimum Salary based on recommendations from the Commission on Equitable Compensation. Currently, the Commission's recommendation attempts to provide raises to base compensation commensurate with cost of living increases as determined by the Social Security Administration.

2. *Why do we have a Minimum Salary? Why don't we just let the church pay what they can afford to pay?*

Pastors in the United Methodist system are appointed based on the missional needs of the congregation. They can neither lobby for a lucrative position, nor refuse an appointment based on the salary it offers. A minimum salary based on years of service guarantees pastors that no matter where they are asked to serve they will be fairly compensated. To be fair to Churches unable to pay the full salary of the minister, Equitable Compensation offers grants to those churches to enable them to pay the required minimums. It is expected that those churches receiving these grants

will strive to grow and thus become able to meet pastoral expenses on their own.

3. *What comprises the pastor's minimum compensation?*

For Equitable Compensation purposes, the pastor's compensation is comprised of the minimum base compensation as established by the Conference. Effective July 1, 2016, the social security allowance is considered part of the minimum compensation.

4. *What procedure do we use to apply for Equitable Compensation funds?*

If a Charge feels it cannot meet the recommended minimum salary set by Annual Conference, the PPRC should consult with the District Superintendent to explore the charge's need for equitable compensation funds. If the District Superintendent and the PPRC agree that a need may exist, the PPRC in consultation with the District Superintendent would complete the application to determine the eligibility for equitable compensation funds. The District Superintendent forwards all completed applications together with his or her rationale to the Cabinet for recommendation to the Chairperson of the Commission on Equitable Compensation. The Commission would then review the application for approval. If approved, funds would be dispersed by the Conference Business Office directly to the Charge.

5. *How can we find out about the other funds administered by the Commission on Equitable Compensation?*

Contact your District Superintendent.

6. *How much vacation time should our pastor receive?*

Vacation is a necessary time for rest, relaxation, and renewal. Four weeks of vacation time shall be given to all clergy.

The PPR Committee shall allow the pastor to participate one week at Emmaus, Chrysalis, Camp Pecometh or any other engagement that enhances the spiritual life of persons of this Conference and time away shall not affect the pastor's vacation time or pay.

How can the PPR Committee set up an accountable reimbursement account for our pastor?

Accountable reimbursement accounts **are not required** but if interested, go to website <http://www.gcfa.org/services/legal-services/gcfa-tax-packet/> for more information.

Equitable Compensation

139 North State St.

Dover, DE 19901

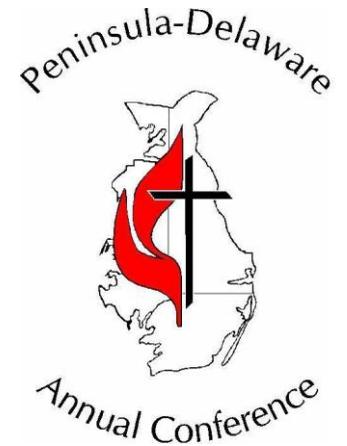
(302) 674-2626

Toll-free (877) 736-3351

Rev. Tom Pasmore
Co-Chair

Mr. William Batson
Co-Chair

GUIDELINES FOR PASTOR'S COMPENSATION



For the
Year 2019

The Commission on
Equitable Compensation

TO: THE PASTOR PARISH RELATIONS COMMITTEE

FORWARD

The Book of Discipline stipulates these broad areas of responsibility for the Commission on Equitable Compensation:

- (1) Recommending conference standards for clergy support;
 - (2) Administering funds to be used in salary supplementation; and
 - (3) Providing counsel and advisory material on clergy support to district superintendents and committees on pastor-parish relations.
- The Commission has administrative responsibilities that include the development of a schedule of minimum base compensations; administration of funds to supplement the Minimum Base Compensation; and administration of the Key Leadership Fund and the Special Fund.

MISSION STATEMENT

Your Commission on Equitable Compensation is committed to providing fair and equitable compensation for our Conference pastors who are serving Churches whose mission is to make disciples of Jesus Christ. Funds will be administered on a missional priority to those congregations most likely to grow and accept full responsibility for their pastoral support.

Setting the pastor's compensation is a task that many churches find the most difficult part of the budget process. You may feel uncertain as to what your responsibility is. The PPR Committee has one of the most important roles in the process. Your deliberations are important to your church, your pastor and other staff.

The Commission on Equitable Compensation of the Peninsula-Delaware Conference would like to make this task less confusing. With this in mind, we have prepared this advisory material to assist you. We hope the information is helpful as you consider your pastor's compensation.

The Book of Discipline of the United Methodist Church assigns you the responsibility to consult with the pastor(s) and staff on matters pertaining to compensation proposals and benefits, and to make annual recommendations concerning such matters to the Administrative Board or Council. Budget items should be reported to the Committee on Finance to be incorporated in the proposed budget for the coming year. Your recommendations and the total budget are then considered by the Administrative Board or Council. The resulting decisions are presented to the Charge Conference for final approval. The chairperson of the Charge Conference will lift the compensation of the pastor(s) out of the budget for individual passage.

Adequate time must be allowed for this important decision-making process. By meeting with your pastor(s) at least four times a year, a relationship can be built allowing for open communication and frank discussion that will create better understanding. Early in September, four months before the beginning of the fiscal year, is an appropriate time to start considering compensation for the coming year. In order to share in the process, each pastor and staff member should meet individually with the PPR Committee. Try to make this an experience of affirmation. We all function better in an atmosphere of support. As you consider the appropriate compensation for your pastor(s), you may want to examine support levels of churches of similar size in your area. This information, as well as Statistical Reports and Membership figures, can be found in the Conference Journal. You may also make inquiries of compensation of similar size congregations in

your community or consider the income of other professionals of like educational background.

The pastor must be paid at least the minimum cash salary for his/her years of service in the Conference. The following minimum cash salary has been approved by the 2018 Annual Conference for 2019.

Status	Base Salary
Full Member Elder & Full Member Deacon	\$38,550
Full-Time Provisional & Associate Member	\$35,600
Full-Time Local Pastor	\$33,300

NOTE: Each pastor must be paid at least the base salary for which they are eligible plus \$200 service increment for each year of service up to 20 years. Service years must revert back to year one for each change in status.

Example: a Full Member Elder with 10 years of service is entitled to a minimum base salary of \$38,550 plus \$2,000 or a total of \$40,550.

OTHER ITEMS THE PPR COMMITTEE SHOULD CONSIDER

1. In charges where the pastor is full time, the charge shall provide either a parsonage or a housing allowance. In a charge where a parsonage is provided, and the pastor, in consultation with the PPRC, chooses to live elsewhere, the charge may pay a housing allowance, but it is not a requirement. Every charge shall

provide actual utilities for church-owned parsonages. Utilities include heat, electricity, water, sewage, garbage disposal, basic cable costs, high-speed internet and the basic telephone costs for the parsonage and church, as well as long-distance calls applicable to the charge. In charges where the clergy person is "serving less than full-time" and the charge does not have a parsonage, a "housing allowance is to be determined in consultation with the PPRC, Pastor and District Superintendent.

2. The charge shall pay the pastor's Clergy Retirement Security Plan (CRSP) and if eligible, the Comprehensive Protection Plan (CPP) contributions, and health/dental premiums.
3. The charge shall make available at least \$800 for continuing education. Every pastor is required to participate in continuing education events each year. As you evaluate your pastor's ministry, you can help decide the kinds of experiences that would be most helpful to improve or develop skills needed for Christian ministry in your charge. This amount is intended to be used on a vouchered expense basis. It is not part of the pastor's compensation.
4. The pastor shall be reimbursed for vouchered actual mileage driven in pastoral work at a rate established by the IRS for the current year. Reimbursements also include tolls and parking. These are not considered part of the pastor's compensation.