

SALARY	Foothills Presbytery Requirements	Example	2015	2016
1 Annual Cash Salary	Required Minimum of \$15,000	\$ 44,000		
2 Housing Allowance (including Utilities, Furnishings)	Required Adequate (must equal at least 30% of Cash Salary)	\$ 24,000		
3 SECA Allowance (in excess on 50% of SECA obligation)	Required (Salary + Housing x 7.65%)	\$ 5,202		
4 Deferred Compensation (employer contributions to 403(b)(9) plans, tax-sheltered annuity plans and equity allowances)	negotiable	\$ -		
5 Manse Equity Allowance	negotiable	\$ -		
6 Other (copayment and medical deductibles; unvouchered allowances for book, car, study)	optional if church has a 401K plan	\$ -		
7 Bonus (for the year in which bonus is paid)	negotiable	\$ -		
8 <i>**Value of Housing provided (30% of lines 1-7. This line to be used by ministers living in manses.</i>	Required in case of manse being provided	\$ -		
9 TOTAL EFFECTIVE SALARY (lines 1-8)		\$ 73,202		
BENEFITS				
10 Board of Pensions (Individual medical=23%, Family medical 24.5% (\$44,000 min. salary), pension=11.00%, death & disability=1.00%)	Required (Total Effective Salary x 35%)	\$ 25,621		
11 Dental (\$1632)	negotiable	\$ 1,632		
12 SECA (SECA obligation)	Required (Salary + Housing x 7.65%)	\$ 5,202		
13 Sabbatical Installment (church fund setting aside amounts to pay for sabbatical when it arrives years later)	negotiable	\$ 1,000		
14 Other (specify)	negotiable	\$ -		
15 TOTAL BENEFITS		\$ 33,455		
REIMBURSABLE PROFESSIONAL EXPENSES				
16 Continuing Education	Required Minimum of \$300	\$ 1,000		
17 Books	negotiable	\$ 200		
18 Business & Professional Expenses	negotiable	\$ 200		
19 Travel (IRS employee rate \$.xx/mile)	Required up to \$2500	\$ 2,500		
20 Moving Expenses	Required Actual	\$ 4,325		
21 TOTAL REIMBURSABLE PROFESSIONAL EXPENSES		\$ 8,225		

	EXAMPLE	2015	2016
OTHER BENEFITS			
22 Vacation (Specify # of days, including # of Sundays)	Required Minimum of 4 weeks	4 weeks	
23 Continuing Education Leave (Specify # of days, including # of Sundays)	Required Minimum of 2 weeks	2 weeks	
24 Sabbath Leave (Structure and Length of Time-- Consult Foothills Presbytery Guidelines; Consult church policy)	negotiable	3 months	
25 Sick Leave (Consult church personnel policy; ex: 1 day for every month worked, up to 90 days)	negotiable	Church personnel policy	
26 Parental Leave (Consult Foothills Presbytery COM; Consult church personnel policy; ex: 6-8 weeks with 100% pay, additional time to be negotiated.)	negotiable	Foothills COM recommendations	

OTHER PROFESSIONAL EXPENSES TO CLARIFY IN WRITING			
27 Support Staff		secretary	
28 Office		medium, desk,	
29 Computer		chair	
30 Cell phone		PC	
31 Credit Card		basic	
		\$2500 limit	
32 TOTAL EFFECTIVE SALARY	(add line 9)	\$ 73,202	
33 TOTAL BENEFITS	(add line 15)	\$ 33,455	
TOTAL REIMBURSABLE PROFESSIONAL EXPENSES			
34	(add line 21)	\$ 8,225	
35 deduct Value of Housing provided	(subtract line 8)		
(sum of lines 32 + 33 + 34 - line 8)			
36 TOTAL COST TO THE CHURCH**		\$ 114,882	
37 *Subtract out this value when calculating line 36 since the church owns the manse.)			
38 **Do not include *Value of Housing provided in Total Cost to the Church.			

39 _____ Teaching Elder _____ Date

40 _____ Chair of Pastor Nominating Committee _____ Date

41 _____ Name of Church _____ Phone

42 _____ Street _____ City, SC _____ ZIP

43 These terms of call were approved changed by vote of the congregation on the following date:

44 _____ Clerk of Session _____ Date

Email to wtempleton@foothillspresbytery.org
Or mail to
Foothills Presbytery
2242 Woodruff Road
Simpsonville, SC 29681

Received in Foothills _____ Date

_____ Initials of
Church Representative

_____ Initials of
Teaching Elder