CLERGY COMPENSATION AND BENEFITS POLICY

Clergy called to full-time parochial work within the Diocese of West Texas will be provided by his/her church the following benefits.

Clergy "Salary Package" is defined as **salary, housing allowance, and SECA** (Self-Employed Social Security Tax Allowance). For Clergy living in a rectory, imputed housing is included in the pension calculation but not in the salary paid (see TAC sheet calculation for additional details).

I. **Total "Compensation Package" includes Clergy "Salary Package" and:**
   a. **Pension** calculated at 18% of "Salary Package" paid into the Church Pension Group Clergy Pension Plan.
   b. **Medical and Dental Insurance** provided through the Episcopal Church Medical Trust Denominational Health Plan (see Diocesan Health Insurance Policy) for Clergy who work 1,560 hours (average of 30 hours per week) or more per year.
   c. **Life insurance** of $50,000 provided through the Episcopal Medical Trust.

II. **Other benefits for Clergy are:**
   a. **Vacation of four (4) weeks per year, which includes Sundays**
      If the priest moves from one cure to another in the middle of the year, the priest is strongly encouraged to take a vacation between assignments before reporting to the new cure. If this is not possible, the priest and the new Church's Vestry/bishop's Committee should negotiate the remaining vacation time. Calculation for the amount of vacation owed by the current church is based upon the length of time at the current church for the year. That is, If the priest leaves his/her current church on March 31 then the amount of vacation owed will be 25%; leaving the new church the remaining 75% of vacation time. Vacation time is not accumulated from year to year and must be used within the calendar year.
   b. **Annual leave of two (2) weeks for continuing education**
      The Vestry/Bishop's Committee should provide for the Clergy continuing education in the budget. In addition, Clergy may apply for a Continuing Education Grant from the Diocese.
   c. **At least one full day off per week, but preferably two regularly scheduled days**
      This is strongly encouraged for the mutual benefit of the Clergy and the congregation. Considering the fact that Clergy are involved in both day and night work, it is very important that they be away from the phone and email to have personal time with their families. The Vestry/Bishop's Committee should ensure the priest takes his/her day(s) off.
   d. **Reimbursement for business travel and expenses**
      Vestry/Bishop's Committee should ensure Clergy have a line in the budget for reimbursable expenses. These expenses include, but are not limited to, mileage (reimbursed at the current IRS rate), meals for meetings supporting the work and ministry, overnight accommodations, and Diocesan Council.
   e. **Sabbatical leave for study, reflection and refreshment**
      Vestry/Bishop's Committee should encourage Clergy to take a Sabbatical according to the Diocesan Sabbatical Policy.
   f. **Clergy Discretionary Fund**
      This fund is owned by the church and is distributed at the sole discretion of the Clergy. The Episcopal Church Canon II.9.6(b)(6) requires that on one Sunday a month, when the Eucharist is celebrated, the "loose offering" be designated for the Clergy Discretionary Fund. This fund is to be used to aid the needy. If funds are insufficient for the Discretionary Fund the Vestry/Bishop's Committee can designate a monthly or annual budgeted amount for the Discretionary Fund. Individuals may also give to the Clergy Discretionary Fund. This fund is not to be used as a benefit for the priest, pay for a priest's continuing education, expenses, or for anything that would benefit the priest's family. The administration of the funds should be drawn on the church's operating account and checks sent at the request of the priest.
   g. **Equity allowance for Clergy who live in a rectory**
      Enables a priest, living in church-owned rectory, the ability to save for a housing down payment. Churches requiring Clergy to live in a rectory should open a tax-deferred annuity with Church Pension Group. Payments of 10% of the "Salary Package" will be placed into the fund. The equity fund belongs to the Clergy.

Bi-Vocational Clergy are not included in the above benefits. Bi-Vocational Clergy receive $150 per day plus mileage (at the IRS rate) if traveling outside of their hometown. Bi-Vocational Clergy receive no paid vacation time but can arrange for days off with the Church Wardens.

Adopted by Executive Board: September 29, 2020