

## PASTORAL BENEFITS

### 1. RESOLUTIONS FOR PARSONAGE AND HOUSING ALLOWANCE DESIGNATIONS:

The Commission recommends every church to adopt and include one of the following resolutions in the Church Council Minutes for their pastor(s). This must be done at the beginning of the pastor's assignment or in November or December for the coming year(s). The Designation cannot be made retroactive to cover expenses prior to the date the Designation was adopted.

1. Obtain the amount desired by the pastor to be declared a housing allowance.
2. Declare a housing allowance by action of the church council. An example would be to pass the following motion:

*Resolved that of the total cash salary paid to Pastor \_\_\_\_\_ for the period through December 31 \_\_\_\_\_, \$ \_\_\_\_\_ is for a housing allowance.*

3. In future calendar years we suggest you declare the following motion during your December church council meeting for the coming year:

*Resolved that cash salary paid to Pastor \_\_\_\_\_ for the calendar year \_\_\_\_\_ and for all future years until modified, \$ \_\_\_\_\_ is for a housing allowance.*

The church should review with the pastor each year if the amount should be changed and take action when necessary.

4. Confirm whether or not your state and local taxing authorities honor the clergy housing allowance. Many local taxing authorities do not.
5. Exclude the housing allowance from compensation when filing FORM-941.
6. Exclude the housing allowance from taxable wages on FORM W-2.
7. Note in box 14 of FORM W-2 that a clergy housing allowance was paid and the amount.

### 2. GENERAL CONFERENCE PENSION PROGRAM:

Authorized by the General Conference and managed by the General Conference Board of Pensions, the program offers opportunity for the church and pastor to work together in planning for adequate retirement income for retired pastors. This is achieved by an annual contribution of 12%, (8% by the church, 4% by the individual or 12% by the church, which is what the Allegheny Region Conference recommends). Complete details of the plan are available in the Pension Manual which can be secured from the General Conference Office. How to calculate and make payments is explained in this Manual, Section C.

### 3. ALLEGHENY REGION CONFERENCE LIFE, ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE PROGRAM:

All active full-time pastors and retired pastors (not spouses) on the Allegheny Region Conference roster are provided Group Term Life Insurance and Accidental Death and Dismemberment Insurance paid from Allegheny Region Conference Budget Funds and shall be administered by Regional Conference Administrative Council or its designated agent(s). For amounts of coverage and benefits refer to latest insurance manual available at the Allegheny Region Conference Office.

Any pastor who transfers from the Allegheny Region Conference and continues to be a full-time pastor may continue the group coverage by sending the premiums to the Conference Office. This policy is for pastors only, thus any pastor who changes status to part-time or inactive will cause his/her group coverage to terminate the first day of the month following such change.