



# The Presbytery of Carlisle

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## 2024 ANNUAL REPORT ON TERMS OF CALL

Return to the Stated Clerk by **Friday, February 2, 2024** (or upon congregational meeting vote).

Minister Name \_\_\_\_\_ Church/Organization \_\_\_\_\_

Occupation \_\_\_\_\_ Terms Effective Date \_\_\_\_\_

The aforementioned church/organization promises and obliges to pay the following compensation. Pastors and churches may vary how the totals of items 1-5 are distributed.

### SEE MINIMUM TERMS OF CALL ON SEPARATE DOCUMENT

#### Effective Salary

- 1. Annual Cash Salary \$ \_\_\_\_\_
- 2. Housing, utility and furnishings allowances \$ \_\_\_\_\_
- 3. Employing organization contributions to 403(b) plans, tax-sheltered annuity plans.\* \$ \_\_\_\_\_
- \*3a. Employer Matching Contributions: if any part or all of the Employing Organization contribution shown on Line 3 is a "match" of an elective contribution by a Pastor, the matching amount must be shown on Line 3a: \$ \_\_\_\_\_
- 4. Bonuses, overtime pay, unvouchered professional expenses allowance, gifts from employing organizations \$ \_\_\_\_\_
- 5. Other allowances (for example medical deductible, SECA *in excess* of 7.65% of Effective Salary) \$ \_\_\_\_\_
- 6. Manse Value- (**where applicable**) **Do not include Utilities paid by the church** \$ \_\_\_\_\_  
(Must be at least 30% of Lines 1-5 (**do not include line 3a**) for members residing in employer-provided housing)
- 7. **Total Effective Salary** (Lines 1-6 (**do not include line 3a**)) \$ \_\_\_\_\_
- 7a. **Board of Pensions Effective Salary** (Line 7. minus **Line 3a. Employer Matching Contributions**) \$ \_\_\_\_\_
- 8. **Board of Pensions Dues (39% of Line 7a.)** \$ \_\_\_\_\_
- 8a. Group Plan Coverage Premiums (e.g., Dental Insurance; this is an optional benefit) \$ \_\_\_\_\_

#### Reimbursable Amounts and Allowances

- 9. Travel Reimbursement (vouchered reimbursable at current IRS rate) \$ \_\_\_\_\_
- 10. Continuing Education Allowance (vouchered) \$ \_\_\_\_\_
- 11. Books /Other Professional Expenses (vouchered reimbursable) \$ \_\_\_\_\_
- 12. SECA (Social Security Offset) - typically 7.65% of Effective Salary (Line 7a) \$ \_\_\_\_\_

**TOTAL TERMS OF CALL** (lines 7a-12) \$ \_\_\_\_\_

**Vacation** \_\_\_\_\_ (Time Period of at least 30 days, including 4 Sundays. Part-time also receive 30 Days)

**Continuing Education Leave** \_\_\_\_\_ (Time Period of at least 14 days, including 2 Sundays)

**Spiritual Renewal** \_\_\_\_\_ (At least one day off per quarter, not including a Sunday)

**Family Medical Leave** – a minimum of 12 weeks paid family medical leave per G-2.0804.

Minister Signature \_\_\_\_\_

Clerk of Session Signature \_\_\_\_\_

**Please note: It is essential that these Terms of Call are reported to the Board of Pensions BY THE CHURCH representative. Please go to [www.benefitsconnect.pensions.org](http://www.benefitsconnect.pensions.org) to update the pastor's Terms of Call**