

Total Cost of Clergy Worksheet

Revised December, 2024



EDSD
COURAGEOUS LOVE

The diocesan minimum compensation for a priest who is in charge of a congregation is a significant part, but not all, of clergy cost. Use this worksheet to determine the total cost of hiring a priest.

A. Minimum Compensation The minimum compensation can be found on the Minimum Compensation Guidelines from the Diocese, here. Can be negotiated upward.	A\$ _____
B. Housing Not Provided by Employer If the church is not providing housing, then the church will budget and negotiate the number in B, which will be total compensation (but not including benefits). The cleric will then decide how much to use towards housing, and the vestry will pass a resolution documenting that. TOTAL COMPENSATION (must be equal or greater to Line A) Skip Line C	B\$ _____
C. Housing (Rectory) Provided by Employer If the church is providing housing, CPG requires that you assess pension on that benefit at 30% of the cash stipend (The sum of lines a and b, below times 0.3). Note that the cleric will pay SECA on the fair market rental value of the rectory, but that is not a cost to the church.	
a. Cash Stipend Note that a cleric may designate a small portion of this as non-taxable utilities allowance. Divide line A by 1.3	C.a\$ _____
b. Housing Allowance Multiply line C.a by .3	C.b\$ _____
c. Total Compensation Add lines C.a and C.b. Must be equal or greater than line A.	C.c\$ _____
D. Total Compensation Carry-forward (copy from) line B or line C.c as applicable.	D\$ _____
E. Pension Neither clergy nor churches may opt out of the Church Pension Group's pension plan for clergy. It is 18% of the total of line D. There are special cases where other items are included or excluded from the assessment.	E\$ _____
F. Health Insurance Benefit eligibility is complex. (see relevant information at EDSD: » Human Resources and EDSD: » Benefits). Enter employer-portion of premiums from Health Insurance rate sheet found at above link.	F\$ _____
G. Professional Expenses Generally, professional expenses are at least \$1200 a year to include cell phone reimbursement, mileage, and other reasonable and customary expenses. Can be negotiated upward.	G\$ _____

H. Professional Development The cleric's professional formation and growth is, in part, the responsibility of the congregation. Generally a fair minimum is \$1000. Can be negotiated upward.	H\$ _____
I. Other Insurance Parish policy may require coverage for disability and unemployment insurance, accidental death & dismemberment, worker's compensation, and life insurance. CPG's pension for clergy includes many of these. CPG also offers additional life coverage. Most congregations in this diocese use CPG for worker's compensation and the state's unemployment insurance, although if you are not already participating in the state plan contact the diocese for guidance.	I\$ _____
J. Vacation costs In addition to the standard clergy vacation time (usually 4 weeks a year including 5 Sundays), the church should budget for the costs of supply priests during that absence. The diocese publishes supply rates, and the supply priest usually is reimbursed for mileage as well. Some churches also may include accrued vacation in this expense.	J\$ _____
K. Sabbatical Between the 5th and 7th year of tenure (and every 5-7 yrs thereafter), a priest is entitled to a sabbatical of several weeks' duration. The purpose of the sabbatical is rest and restoration- and for the priest to spend that time in such a way that the experience, be it education or travel, directly benefits/enhances the congregation upon return. While the parish does not pay the full cost of the sabbatical, it is a major partner in this investment. The diocese recommends that sabbatical costs accrue yearly so that funds are ready in the year of sabbatical. The costs include the congregation's share of sabbatical expenses for the priest as well as the cost of supply clergy while the priest is on leave. See diocesan guidelines at https://edsd.org/wp-content/uploads/2016/05/Sabbatical-Leave-Policies.pdf.	K\$ _____
L. Total Cost of Benefits and Other Expenses Add lines E through K.	L\$ _____
M. Total Cost of Clergy Add lines D and L	M\$ _____