

The Commission on Equitable Compensation and Moving Expenses
Request for Equitable Compensation Grant - 2023
(Incomplete Form Will Be Returned)

Date of Application _____ Funding Period: _____ to _____
Pastor's Name: _____ Work Phone: _____ Home Phone: _____
Mailing Address: _____
E-Mail Address _____

PASTOR'S CONFERENCE MEMBERSHIP:

- Full Member Associate Member Probationary Member
 Approved Local Pastor Other Denomination Other _____

COMPENSATION TO BE PAID BY THE LOCAL CHURCH(ES): (do not include requested grant amount)					
Name of Church(es) (each church if more than one on Charge)	Membership	Housing Allowance (Parsonage)	Worship	Base Salary (Do not include grant amount)	SPRC Chair Initials
Total (add all Lines of Base Salary) ENTER THIS AMOUNT ON LINE "E" BELOW				Leave Blank	

MINIMUM BASE COMPENSATION CALCULATION:

(Please refer to table on reverse side for Minimum Base Compensation and additions for number of years of service)

- A. Minimum Base Compensation (see instructions on other side) \$ _____
B. Additional Compensation for years of service (see instructions on other side) \$ _____
C. Additional Compensation for multi-point Charge (see instructions on other side) \$ _____
D. **Total Minimum Base Compensation due pastor** (add A + B + C) \$ _____
E. **Base Salary to be Paid by Local Church(es)** (should be same as shown in chart above) \$ _____
F. **Amount Requested from the Equitable Compensation Fund** \$ _____
(D - E) Note: This amount CANNOT be more than 50% of line D

Additional Information: (Refer to the Equitable Compensation Report in the latest Conference Journal)

- Has Pastor's compensation been approved at Charge/Church Conference? YES NO Date _____
Has a stewardship/financial campaign been concluded in the last year? YES NO
Does pastor's reimbursable expense equal 13% or greater of the pastor's compensation? YES NO \$ _____
Were Ministerial Support, World Service / Conference Benevolence paid in full in the last year? YES NO
If this is not a first time request, has charge increased amount paid to pastor by at least 10%? YES NO
Is the church's upcoming year budget and a previous or current-year financial statement showing revenues and expenditures included? YES NO

If the answer to any of the above questions is "NO", an explanation is required in the District Superintendent's cover letter.

Number of years this exact charge has received Equitable Compensation? _____
Number of paid staff (not including clergy): Full-time _____ Part-time _____ Total value of unrestricted funds \$ _____
Finance Chair(s) Signature(s) _____ Pastor's Signature _____
District Superintendent's Signature _____

INSTRUCTIONS

1. Use annual figures in this request, even if the request is for only a portion of a year.
(Note: Requests which overlap two calendar years will not be approved.)
2. This is the approved schedule for 2023. This will be the Minimum Base Compensation - Line A.

MINIMUM BASE COMPENSATION LEVELS ADOPTED FOR THE YEAR 2023	
\$44,200	Full or Probationary Members of the Annual Conference
\$41,100	Associate Members of the Annual Conference
\$37,700	Approved Local Pastor or an approved minister from another denomination

3. To calculate additional compensation for years of service (line B on front) use this table. Each calculation has been rounded up to the next dollar.

ADDITIONAL COMPENSATION FOR YEARS OF SERVICE COMPLETED				
Year	Amount		Year	Amount
1	\$0		11	\$750
2	\$75		12	\$825
3	\$150		13	\$900
4	\$225		14	\$975
5	\$300		15	\$1,050
6	\$375		16	\$1,125
7	\$450		17	\$1,200
8	\$525		18	\$1,275
9	\$600		19	\$1,350
10	\$675		20 or more	\$1,425

4. Additional Compensation for Multi-point Charge (line C on front) is \$200 for second church and \$100 for each additional church.
5. To be eligible for participation each charge must show signs of viability including, but not limited to:
 - a) An average worship attendance of at least 45 is recommended. For churches with lower attendance the district superintendent will submit in writing his/her understanding of the reasons for the charge's viability.
 - b) Conduct an every member stewardship program each year.
 - c) Increase the amount the local church is paying toward the pastor's compensation by at least 10% each year.
 - d) Adopt an ARP for professional expenses which is at least 13% of total compensation.
 - e) Every church is expected to pay apportionments in full. Any church paying less than 100% will be expected to increase the percentage of apportionments paid by not less than 10% per year while receiving assistance.
 - f) Describe the mission field to which the church or charge is called to relate and what specific missional goals, strategies, and plans does the church or charge have for reaching that missional field.
 - g) Pay the Pastor's health insurance and pension direct billing per the policy of the Annual Conference.

Failure to comply with any of these conditions must be explained in writing by the District Superintendent.
6. Requests for equitable compensation must be submitted in accordance with the following standardized format set by the Commission:
 - a) A cover letter from the district superintendent, which shall explain any extenuating circumstances, especially for requests beyond the 3 year maximum policy and/or charges that are declining in membership, and/or failing to pay apportionments in full. The cover letter shall have four (4) attachments:
 - b) Request form initialed by the SPRC Chair(s) and signed by the Finance Chair(s), pastor, and DS
 - c) A copy of the charge's previous year's financial statement to include revenue and expenses and all funds on hand at the end of the year
 - d) A brief summary of the charge's vision and goals for the forthcoming year
 - f) A copy of the upcoming year's budget
7. Requests that are not submitted in accordance with the above instructions will be returned for proper completion.