

TOOL 6

CHECKLIST FOR PASTOR'S SALARY, HOUSING, BENEFITS, AND EXPENSES

Salary

YES NO

1. Monthly salary will begin at \$ _____ .
Dates of month salary will be paid: _____
2. Schedule for review and consideration of increase: _____
3. Will church provide Social Security offset? YES NO

Housing

4. Will church provide housing for pastor and family? YES NO
If yes, in what form? Parsonage Allowance: \$ _____ monthly
5. Will church provide utilities or allowance? If allowance, amount: \$ _____ YES NO
Electricity: \$ _____ YES NO
Phone: \$ _____ YES NO
Water: \$ _____ YES NO
Other: \$ _____ YES NO
6. Will church assist pastor in purchasing home? YES NO
If yes, indicate the following.
Will provide downpayment as a gift in the amount of \$ _____ or as a loan in the amount of \$ _____ at an interest rate of _____ percent to be repaid at \$ _____ monthly. Amount to be paid in full within _____ days of termination as pastor.

Protection Benefits

7. Will church provide the following insurance coverage? If yes, describe coverage.
- Health: \$ _____ YES NO
- Dental: \$ _____ YES NO
- Vision: \$ _____ YES NO
- Life: \$ _____ YES NO
- Disability: \$ _____ YES NO

- | | YES | NO |
|--|--------------------------|--------------------------|
| 8. Will church provide time off for illness? If yes, amount of time annually: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Will church pay salary and benefits during illness? For how long? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Will church provide honorarium and expenses for pulpit supply when pastor is ill? For how long? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Will church provide annual physical examination for pastor? | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Will church provide retirement plan for pastor? If yes, amount: \$_____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Will church provide a 401(k) savings plan for pastor? If yes, amount: \$_____ | <input type="checkbox"/> | <input type="checkbox"/> |

Ministry and Continuing-Education Expenses

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| 14. Will a church-owned automobile be provided for business travel? | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Will monthly car reimbursement be provided? If yes, in the amount of \$_____ per month or _____ cents per mile for travel on church business | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Will church provide entertainment expenses? If yes, amount per month: \$_____ or reimbursement: \$_____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Will church provide annual allowance for book and media resources? If yes, annual amount: \$_____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Will time off be provided for study leave and training conferences? If yes, how much time annually? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Will church pay cost of job-related training? If yes, how much of total cost? \$_____ | <input type="checkbox"/> | <input type="checkbox"/> |

Vacation, Leave, Sabbatical

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| 20. Church will provide _____ days off each week. | | |
| 21. Will church provide annual, paid vacation? If yes, number of weeks: _____ first year, _____ second year, and _____ thereafter. | <input type="checkbox"/> | <input type="checkbox"/> |
| Can vacation be accumulated if unused? | <input type="checkbox"/> | <input type="checkbox"/> |
| Will church provide honorarium and expenses for pulpit supply? | <input type="checkbox"/> | <input type="checkbox"/> |

| | YES | NO |
|--|--------------------------|--------------------------|
| 22. Will church provide time off for bereavement? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, how much time? _____ | | |
| Will church provide honorarium and expenses for pulpit supply? | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. Will church provide time off for revivals? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, how much time? _____ | | |
| Will church provide honorarium and expenses for pulpit supply? | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Will church provide time off for conferences and retreats? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, how much time? _____ | | |
| Will church provide honorarium and expenses for pulpit supply? | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. Will church provide time off for— | | |
| • annual state evangelism conference? | <input type="checkbox"/> | <input type="checkbox"/> |
| • annual associational meeting? | <input type="checkbox"/> | <input type="checkbox"/> |
| • annual state convention? | <input type="checkbox"/> | <input type="checkbox"/> |
| • annual Southern Baptist Convention? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, how much time? _____ | | |
| Will church provide honorarium and expenses for pulpit supply? | <input type="checkbox"/> | <input type="checkbox"/> |
| Will expenses be paid? | <input type="checkbox"/> | <input type="checkbox"/> |
| Will wife's expenses be paid? | <input type="checkbox"/> | <input type="checkbox"/> |

Other

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|--|--------------------------|--------------------------|
| 26. Will church provide all moving expenses? | <input type="checkbox"/> | <input type="checkbox"/> |
| 27. _____ | | |
| 28. _____ | | |
| 29. _____ | | |
| 30. _____ | | |