

CALIFORNIA-PACIFIC ANNUAL CONFERENCE

Application for 2010 Equitable Compensation Funding

**Submit this application and all supporting documentation by
OCTOBER 31, 2009
for funding beginning January 1, 2010.**

Some districts have an earlier deadline, please check!

Section A

Instructions: Complete the following questions about the applying congregation. Please **read** the included information about the 5-year-rule that goes into effect for 2010.

DISTRICT CHURCH/APPOINTMENT

TIME PERIOD FOR WHICH FUNDING IS REQUESTED

HAS THIS CONGREGATION BEEN DESIGNATED AS A VITAL PRESENCE CHURCH/MINISTRY? YES/NO

If applicable, **BY WHOM?**

Vital Presence Ministries are exempt from the CEC 5-year funding rule. In 2010, the five year rule will go into effect (rule 20, 2008 Journal p I-68) and the following churches will have received funding for 5 consecutive years and are therefore ineligible for equitable compensation subsidy grants beyond June 30, 2010:

[LB] Bellflower: First UMC	[LA] Los Angeles: Echo Park UMC
[RI] Colton UMC	[LA] Los Angeles: Rosewood UMC
[RI] San Bernardino: Trinity UMC of the Inland Empire	[SD] San Diego: Linda Vista UMC, Korean Mission
[SA] Anaheim: Native American UMC of Southern California	

These congregations will receive only 20% of last year's request, according to Conference Rule 22.B.2. The new rule states that "Redeveloping Churches are eligible for subsidy grants from CEC for no more than five consecutive years. After the first year of funding, these grants will automatically be reduced by 20% annually as approved by the Commission on Equitable Compensation provided that no pastor receives less than the minimum compensation adopted by the Annual Conference." Any reapplying pastor may expect a cut from last year's application, and must therefore demonstrate the church's ability to pay the increased cost of the pastor's minimum base compensation package.

Section B

Instructions: Complete the following questions about the applying clergy person.

CLERGY FULL NAME

CLERGY STATUS Complete the applicable section below.

Schedule PLA: Provisional Member Associate Member Local Pastor

YEAR COMMISSIONED AS PROVISIONAL MEMBER, ORDAINED AS ASSOCIATE MEMBER OR LICENSED AS A LOCAL PASTOR

If you are not ordained, for how many years have you been appointed*?

Schedule FM: Elder in Full Connection Deacon in Full Connection

YEAR ORDAINED AS A MEMBER IN FULL CONNECTION

How many years have you been ordained as a member in full connection*?

*As of January 2010, how many consecutive years will you have been appointed as (1) a provisional member, associate member, or local pastor or (2) an ordained elder or deacon? The first year in this status counts as year 1. Include in service total the year you will be serving in January 2010. Use this number to find the proper salary in the salary tables FM and PLA. To calculate the number of years, subtract the year in which you entered your current status from 2010 and add one year. *Example: Ordained as a full elder in 1999. 2010 - 1999 + 1 = 12 years in current status.* Call the Pensions Office (626-568-7318) at Conference Headquarters if unsure.

CLERGY MINIMUM SALARY Provide the following information. Box S1 should match the minimum salary listed in Schedule PLA (provisional members, local pastors, associate members) or Schedule FM (full members) on the relevant line of the minimum salary schedule. See page 5.

S1	Equitable Compensation Base Salary. Use appropriate table & step	
S2	Amount of Base Salary to be paid by local church or ministry	
S3	Amount of Equitable Compensation funding requested = S1 – S2	
S4	Professional Expenses in excess of \$200 from Line 6 of Salary & Benefits form (Please attach a detailed explanation of these expenses.)	

Section C

Instructions: Complete the following information about your church and its finances.

CLERGY BENEFITS Was your (pastor's) compensation, including CRSP-DC, CPP, and health benefits, paid in FULL for all prior years in this appointment and to date in the calendar year 2009? YES/NO

If NO, what is the amount of the arrearage to date, by calendar year?

What plan does the church have to pay the pastor in full? (Please attach a detailed plan.)

2010 BUDGET INFORMATION Please complete the following information about your planned 2010 budget.

PROJECTED 2010 INCOME			
C1	Pledges and other contributions		
C2	Facility rental income		
C3	Equitable Compensation Funding Assistance from Conference		
C4	Other Conference or UMC support:		
C5	Other (describe):		
C6	TOTAL INCOME		
PROJECTED 2010 EXPENSES			
C7	TOTAL CLERGY COMPENSATION (Line 20 from the 2010 Salary & Benefits form)		
C8	Non-Appointed staff (Include position name and salary)		-----
C9	Position		Salary
C10	Position		Salary
C11	Position		Salary
C12	Position		Salary
C13	Payroll Taxes not included in above salaries		
C14	TOTAL NON-APPOINTED STAFF SALARIES & PAYROLL TAXES		
C15	Facility Costs (Rental, Maintenance, Insurance, Utilities, Etc.)		
C16	Office and Miscellaneous expenses		
C17	Education and Worship materials		
C18	Conference Apportionments		
C19	Other:		
	TOTAL NON-STAFF EXPENSES		
C20	TOTAL EXPENSES		
C21	Percent of Non-Appointed Staff = (100 x C14) / C20 (Cannot exceed 15% to receive CEC funding)		

HISTORICAL INFORMATION Please complete the following information.

Year	2009	2008	2007	2006	2005
Previous Equitable Compensation Funding received by church or ministry					
Average worship attendance					
New members received					

Section D

Instructions: Please copy and collate this application (pages 1-3 + supporting details) and attach each of the following forms listed below. Submit all materials to your district superintendent.

- Current 2010 Clergy Salary and Benefits Form as approved at your church's Charge Conference for the 2010 calendar year. Be sure to have all persons sign the form.
- A complete copy of your church's year end income and expense reports for the year 2008 and a current copy of income expense for at least the first 8 months of 2009.
- A copy of the church's complete income and expense budget for 2010.
- Attach a brief statement of the Church's Mission for next year OR parts Nine and Ten of the Congregational Covenant for Vital Ministry.
- Comments: (If there is any other information or clarification you deem necessary to this application, please attach as an additional page or pages.)

Section E

Instructions: Complete all information below. Be sure all officers sign the application.

We, the undersigned officers of , have reviewed this application / agreement, and approve this request.

	Printed Name	Signature
Pastor		
Charge Conf / Church Council Secretary		
Chair, Administrative Board / Council		
District Superintendent		
District Officer		

<p>DISTRICT USE ONLY</p> <p>Amount Approved by District: _____</p> <p>Date: _____</p>
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ADDITIONAL INSTRUCTIONS & INFORMATION

What Churches or Ministries should complete and submit this application?

All pastors under appointment are guaranteed payment of the Minimum Base Compensation Schedule as adopted by the Annual Conference. Any church requiring assistance to meet this minimum standard should, after consulting with their District Superintendent, complete and submit this application. Equitable Compensation grants may only be used to fund the appointed pastor's salary and not for any other church expense. A separate application is required for each pastor requesting funds from the Commission on Equitable Compensation.

Additional directions for completing all sections of pages 1 – 3:

Section A – Church Information:

Provide information as to the district, the church or other organizational information. The application is assumed to be for the full calendar year unless a different period is shown. Designate span of months if request is for less than the full year.

Certain churches /ministries are being recommended by the Cabinet and District Planning Committees A Vital Presence Ministries which will exempt those churches from the CEC five year rule. The five year rule excludes congregations from receiving subsidy grants for their pastors for more than five consecutive years.

Section B – Clergy Information:

Provide requested information as to the pastor's clergy status. This will determine the required Base Salary compensation. Since equitable compensation assistance is to fund a specific pastor, no application can be considered prior to an appointment.

Complete the Clergy Minimum Salary table for the pastor being paid with Equitable Compensation funds. Pastors receiving funds from the Commission on Equitable Compensation are limited to the amounts as set forth in the Minimum Base Compensation Schedule (attached). Your adopted compensation package should meet but not exceed the Minimum Base Compensation salary package. Please verify that all amounts conform to this package and are in agreement with the amounts shown on the approved Clergy Salary and Benefits form. If the application is for less than a full year of funding, all amounts are to be reduced to reflect that portion of a year for which assistance is requested.

- S1: Enter the appropriate salary from the Salary Tables in the attached Minimum Compensation Standards. Associate members, Local Pastors and Provisional Members are to use Schedule PLA of the attached Standards. "Years of Service" refers to the number of years appointed as of January 2010, including the year 2010. Count the first year in status as year one. Please be accurate. Elders and Deacons who are Full Members of the Conference are to use Schedule FM. Under "Years of Service," count only years since becoming a Full Member. The minimum salary from the chart is to be prorated for a pastor with less than a full time appointment. Multiply the salary from the Salary Schedule by 0.75 for $\frac{3}{4}$ Time, 0.5 for $\frac{1}{2}$ Time, and 0.25 for $\frac{1}{4}$ Time.
- S2: Enter the amount to be paid by the local church or ministry.
- S3: Enter the amount of Equitable Compensation assistance requested. This amount cannot exceed the 100% base salary shown in S1.
- S4: Enter the amount the pastor is to be paid/reimbursed for other ministerial or travel expenses directly related to performance of his/her pastoral duties. Attach justification for any amount over \$200.00.

Section C – Church Data

Clergy Benefits: A YES answer to this question certifies that the pastor has been paid his/her current salary and other amounts owed by the local church and that full payments have been made for health insurance, pension and CPP. Complete supplemental information only if you answered NO to this question.

Historical Information: List previous Equitable Compensation funding received by this church/ministry within the past 5 years. Include amounts for current and former pastors, not just the pastor for which a subsidy grant is requested. Also, list the average worship attendance of your congregation for each of the last 5 years. Show the number of new members received during the past 5 years.

Budget Overview: Enter the requested information from your proposed 2010 budget. Show the percentage of the total budget used to pay the pastor and non-appointed staff members in the indicated spaces. Be sure to include the costs of payroll taxes and any benefits for all staff. The first priority of a local church should be to pay the pastor. CEC may reduce or reject grant requests if amounts budgeted for other church expenses seem excessive. No

more than 15% of the total budget should go to salaries and benefits for non-appointed staff. This includes any “pastor” or “clergy” that are directly hired by the congregation without being appointed by the Bishop.

Section E – Application Approval

Submit the completed and signed application with the four required supporting documents to your District Superintendent no later than the date provided by your District Superintendent or October 31, 2009 whichever is earlier. This application and your current Clergy Salary and Benefits Form must be reviewed and signed by the District Superintendent and recommended by the District Committee on Congregational Development. The Superintendent will submit requests to the Conference Committee on Equitable Compensation for final approval.

Minimum Base Compensation Standards

In 2008, the Annual Conference approved a new formula for calculating the minimum base cash salary for the California-Pacific Annual Conference and approved a 4-year plan of implementation. It is based on the Median Cash Salary of the full-time Elders and Deacons of the Annual Conference not receiving CEC funding. The 2009 Median Cash salary (CEC-MCS) based upon 2009 salaries is \$43,173, which is a 2.5% increase over the 2008 MCS of \$42,124.

The 4-year implementation plan adopted by the 2008 Annual Conference is:

Year	20 th Year on Schedule FM	20 th Year on Schedule PLA
2009	85% of the CEC-MCS	75% of the CEC-MCS
2010	90% of the CEC-MCS	80% of the CEC-MCS
2011	95% of the CEC-MCS	85% of the CEC-MCS
2012 & beyond	100% of the CEC-MCS	90% of the CEC-MCS

The following tables summarize the minimum base compensation standards adopted by the 2009 Annual Conference for the year 2010, as reported in the 2009 Preliminary Report.

**Minimum Salary Schedule for Members in Full Connection (Elders & Deacons)
Schedule FM**

Year	% of MCS	Annual Salary
1	71.00%	30,653
2	72.00%	31,085
3	73.00%	31,516
4	74.00%	31,948
5	75.00%	32,380
6	76.00%	32,811
7	77.00%	33,243
8	78.00%	33,675
9	79.00%	34,107
10	80.00%	34,538
11	81.00%	34,970
12	82.00%	35,402
13	83.00%	35,834
14	84.00%	36,265
15	85.00%	36,697

Year	% of MCS	Annual Salary
16	86.00%	37,129
17	87.00%	37,561
18	88.00%	37,992
19	89.00%	38,424
20	90.00%	38,856
21	91.00%	39,287
22	92.00%	39,719
23	93.00%	40,151
24	94.00%	40,583
25	95.00%	41,014
26	96.00%	41,446
27	97.00%	41,878
28	98.00%	42,310
29	99.00%	42,741
30	100.0%	43,173

**Minimum Salary Schedule for Provisional Members, Local Pastors and Associate Members
Schedule PLA**

Year	% of MCS	Annual Salary
1	61.00%	26,336
2	62.00%	26,767
3	63.00%	27,199
4	64.00%	27,631
5	65.00%	28,062
6	66.00%	28,494
7	67.00%	28,926
8	68.00%	29,358
9	69.00%	29,789
10	70.00%	30,221
11	71.00%	30,653
12	72.00%	31,085
13	73.00%	31,516
14	74.00%	31,948
15	75.00%	32,380

Year	% of MCS	Annual Salary
16	76.00%	32,811
17	77.00%	33,243
18	78.00%	33,675
19	79.00%	34,107
20	80.00%	34,538
21	81.00%	34,970
22	82.00%	35,402
23	83.00%	35,834
24	84.00%	36,265
25	85.00%	36,697
26	86.00%	37,129
27	87.00%	37,561
28	88.00%	37,992
29	89.00%	38,424
30	90.00%	38,856

Minimum compensation is to include the following items in addition to salary. These standards were approved by the 2008 Annual Conference, with housing amended by the 2009 Annual Conference.

HOUSING: A housing allowance provided in lieu of a parsonage should be at least \$1,500/month or based upon the annual housing survey of the three mile area around the church, whichever is higher. (See Parsonage Policies and Standards). The pastor is eligible to receive the full minimum of \$18,000.00 per year. This amount may be prorated for part-time clergy. The Minimum Conference Housing Allowance of \$18,000.00 per year was adopted in 2007. The Median Housing Allowance among full-time Elders in 2008 and 2009 is \$24,000. Adequate housing shall be provided, using as a guideline "Parsonage Policies and Standards," for each eligible clergy appointed to a charge. In the case of clergy couples where no parsonage is provided, both congregations will share in the payment of an adequate housing allowance. If there is a parsonage provided to one member of the clergy couple, the church of the other clergy member will provide funds to the other church, or to the clergy involved, to insure that housing is adequate, provided that such amount will not ordinarily exceed one half of the amount stated above. Any such arrangement shall be agreed upon by all parties involved and shall be approved by the District Superintendent(s). This is intended to be in keeping with Judicial Council Decision 588, October 23, 1987.

AUTO: The local church is responsible for the appointed pastor's ministerial auto expense but not personal or commuting mileage expense from home to church. The pastor's salary package shall provide an allowance paid with each payroll check or a reimbursement account from which the pastor may be reimbursed for ministerial auto expenses. The Pastor and SPRC should establish the amount needed for auto, but the minimum amount should be \$3,500 per year for full-time pastors. This minimum amount should be prorated for part-time pastors.

UTILITIES: Payment of gas (fuel), water, electricity, sewer fee, trash collection, base telephone, basic cable television (when necessary because of poor reception) and internet access. Compensation for these items should be prorated for part-time clergy. For CEC funding purposes, Utility payments/reimbursement should not include personal long distance telephone or personal use of cellular phones. Access to the Internet may include DSL or Cable Modem for ministry purposes. Basic television service should include basic service but payment for premium movie or sport channels should be the responsibility of the pastor. CEC would recommend that SPRC committees and pastors negotiate sharing payment/reimbursement for specialized services such as cell phones, Internet, and Cable television premium services. The intent is for the church to be responsible for basic utility services and specialized services for ministry and have the pastor pay for personal usage of such services. When reporting and requesting CEC funding, please only include the Church's portion of anticipated Utilities and specialized services expense.

HEALTH INSURANCE: The recommended Health Insurance allowance guidelines for churches receiving Equitable Compensation funds shall be the equivalent of the respective coverage of any authorized plan offered through the Conference Board of Pensions.

CONTINUING EDUCATION: A minimum of \$500 shall be provided for continuing education purposes.

MINISTERIAL AND TRAVEL EXPENSES: Travel and other expenses directly related to performance of pastoral duties shall be paid by the church or provided as a reimbursement to the pastor.