

## CLERGY SUPPORT TEAM POLICIES & PROCEDURES

*The sections below, beginning with Clergy Paid Time Off and ending with the start of the section labeled Health Insurance, are proposed additions to the Clergy Support Team Policies and Procedures.*

### Clergy Paid Time Off

The following policies and procedures are to govern certain situations related to requests for time off by clergy, as such term is defined in the Book of Discipline of the United Methodist Church (the “Discipline”). The policies and procedures set forth herein are to be understood to supplement and further define rights, privileges and procedures set forth in the Discipline. Where these policies and procedures conflict with the Discipline, the Discipline shall govern. Notwithstanding anything in these policies and procedures to the contrary, anyone seeking to utilize the time off governed herein should understand that presence in one’s ministry setting is a significant contributor to success as a pastor appointed within the Missouri Annual Conference. Excessive absenteeism or abuse or unreasonable use of the paid time off provided by these policies and procedures may become grounds for a supervisory response by the bishop and relevant district superintendent. Nothing herein shall be understood to restrict or impair the authority of the bishop and Cabinet with respect to appointment-making.

### Paid Time Off

#### *Policy*

Clergy serving full-time under appointment to a local church, who have completed their basic educational requirements, shall be granted four (4) weeks for paid time off annually between the regular sessions of the Annual Conference. Part-time clergy appointed to a local church and those full-time clergy who have not completed educational requirements shall be granted at least two (2) weeks of paid time off. Paid time off may be utilized for vacation, illness or other needs of the clergy without any restrictions.

Because the Discipline provides that local churches and clergy work in a covenant of care (§303.4), local churches should work with appointed clergy and the district superintendent to provide adequate paid time off for short-duration illnesses in addition to the paid time off required by this policy. Illnesses and disabilities of longer durations should be handled through the district superintendent and may entitle full-time clergy to medical leave, as defined by the Discipline, and the right to file a claim under the comprehensive protection plan (CPP).

Attendance at Conference or Discipline-required events (i.e. the session of the Annual Conference, quadrennial boundaries training or Safe Gatherings training) shall not count against the paid time off provided to clergy of any status. In particular, licensed local pastors (full- and part-time) shall be granted as much time as necessary to attend course of study and licensing school, and all clergy shall be expected to attend the session of Annual Conference without any restriction.

#### *Procedures*

Clergy seeking paid time off shall give reasonable notice of intended time off to the pastor-parish relations committee and, when requested, to their district superintendent. Responsibility for filling the pulpit and providing for the pastoral needs of the local church shall solely be that of the clergyperson taking paid time off. When possible, reasonable notice shall be at least two weeks except when circumstances (i.e. illness or unexpected obligations) necessitate less.

### Continuing Education

#### *Policy*

In addition to the paid time off set forth above, clergy (as defined by the Discipline) shall be granted two (2) weeks for continuing education annually between the regular sessions of the Annual Conference.

Attendance at Conference-required events (i.e. the session of Annual Conference, quadrennial boundaries training or Safe Gatherings training) shall not count against the time off provided to clergy for continuing education. In particular, licensed local pastors (full- and part-time) shall be granted as much time as necessary to attend course of study and licensing school.

*Procedures*

Clergy seeking time off for continuing education shall give reasonable notice to the pastor-parish relations committee and, when requested, to their district superintendent. Responsibility for filling the pulpit and providing for the pastoral needs of the local church shall solely be that of the clergyperson taking time off. Except in extraordinary circumstances, reasonable notice shall be at least two weeks.

**Parental Time Off***Policy*

When expecting the birth or adoption of a child, or when a spouse is expecting the birth of a child, all clergy serving under appointment to a local church within the Missouri Annual Conference shall be eligible for additional parental paid time off (in addition to the paid time off set forth above) of up to thirteen (13) weeks. This parental paid time off for birth or adoption may be taken in lieu of or concurrently with the parental leave defined by the Discipline (§355) and shall not be understood to be taken in addition to any leave guaranteed by §355.

Clergy expecting the placement of a foster child within their home shall be eligible for an additional three (3) weeks of time off (in addition to the paid time off set forth above). This parental paid time off for placement of a foster child may be taken in lieu of or concurrently with the parental leave defined by the Discipline (§355) and shall not be understood to be taken in addition to any leave guaranteed by §355.

Clergy may take such time off for birth, adoption or placement of a foster child, consecutively or nonconsecutively, provided, however, that all such time off related to the birth or adoption of a child must be concluded not later than 14 weeks following the birth or adoption.

Local churches with clergy taking this additional time off for birth, adoption or placement of a foster child shall be eligible for a grant to offset the cost of paying substitute preachers. Such grants shall be requested from the Clergy Support Team utilizing the procedures set forth below and shall not exceed ten thousand dollars (\$10,000) in the case of a birth or adoption and one thousand dollars (\$1,000) in the case of the placement of a foster child.

*Procedures*

Clergy seeking time off for birth, adoption or placement of a foster child shall endeavor to notify their district superintendent not less than ninety (90) days prior to the first day of time off and, in any case, not less than thirty (30) days in the event of a birth or adoption and not less than seven (7) days prior to time off for the placement of a foster child.

Upon notice to the district superintendent, the clergyperson shall also provide a plan to the district superintendent that includes, without limitation, the following:

- a. The proposed dates for taking time off;
- b. Communication of the time off to the pastor-parish relations committee;
- c. Communication of the time off to the entire congregation;
- d. The details of how the clergyperson will ensure the fulfillment of pastoral responsibilities during his or her time away, including, without limitation, those individuals who will be preaching and providing for pastoral care. Responsibility for fulfilling such responsibilities shall solely rest with the clergyperson, provided, however, the district superintendent shall also provide to the clergyperson any maintained list of individuals willing to provide for preaching on a temporary basis within geographic proximity of the clergyperson's appointment. Nothing herein shall limit the clergyperson's ability to utilize lay members of his or her own congregation for the fulfillment of preaching responsibilities, though any individual doing so should be certified and trained in the congregation's Safe Gatherings policy.

In order to receive the grant intended to cover the cost of fulfilling preaching responsibilities while the clergyperson is away, the clergyperson and local church leaders will coordinate and make a written request to the Office of Finance & Administration with a copy to the relevant district superintendent not less than seven (7) days prior to the start of the time off. The written request shall include the following:

- a. The total amount of grant requested;
- b. The amount the local church intends to pay to each of the identified individuals preaching during the time off;
- c. A W-9 or other relevant tax document in the name of the local church.

The Clergy Support Team's chair shall work with the Director of Finance and Administrative Ministries to review the submitted plan and submit it to the entire Clergy Support Team for approval, which may be granted or withheld in the sole discretion of the Clergy Support Team. If approved, grants will be paid within thirty (30) days after such written request is made. All grants shall be paid to the local church. Under no circumstances will the Clergy Support Team or Annual Conference pay any individual directly.

#### *General Provisions*

The Clergy Support Team encourages local churches to make additional accommodation for clergy and clergy families welcoming the birth, adoption or foster care placement of a child. Such accommodation may include, without limitation, space for breast feeding, pumping, feeding or other care for the child.

#### **Health Insurance**

The Missouri Conference Health Insurance Plan for active participants is administered by the Wespath Benefits and Investments (Wespath) and is known as HealthFlex. HealthFlex is a "private exchange" established by Wespath. Healthflex establishes a forum through which full-time clergy select individual and/or family coverage under one of six plan choices as set forth below. This Conference's Board of Pensions (Clergy Support Team) is requested to provide updated information to the district superintendents concerning clergy dependents that are not covered by the Conference health insurance program or an equivalent insurance. The district superintendent shall then counsel with those clergy and seek ways to provide for insurance coverage in order to avoid extreme hardships on the clergyperson (and family) and embarrassment to the local church and/or Annual Conference. A payment for the Premium Credit (as defined below) as well as additional premiums and contributions to Flexible Spending Accounts (FSA), Health Saving Accounts (HSA) or Health Reimbursement Arrangements (HRA) for participants' health insurance and related costs shall be billed monthly to the charge to which the participant is appointed or to the employing agency. A payment consisting of an amount billed to the charge plus an additional amount provided by the Annual Conference shall be credited to the participant's premium(s) and any accompanying HSA or HRA at Wespath and shall be referred to as the "Premium Credit." The portion of Premium Credit required by local charges will not include the costs associated with any premium covering dependents of clergy. Premium Credit payments shall be due at the Annual Conference bank no later than the last day of each month. The Premium Credit together with any additional premium payments shall be received for the sole benefit of the participant for whom the Premium Credit was submitted. Although the charge or employing agency is expected to pay their part of the Premium Credit, the participant is ultimately responsible for payment of the entire premium and any HSA or HRA contributions. In the event the Premium Credit payment is more than fifteen (15) days delinquent, the Administrator of Clergy Relations and Benefits shall notify the participant and the appropriate district superintendent. The Administrator of Clergy Relations and Benefits shall serve as enrollment clerk for the plan. Participants are responsible for notifying the Administrator of Clergy Relations and Benefits within 30 days of any change of conference status or appointment, change of marital status, change of address, changes in the names of participants, or persons to be added or deleted with respect to dependent status or dependent care coverage. Dependents may be added or deleted during the designated open enrollment period, usually during the month of November, for enrollment that is effective January 1 of the following year. The same applies for changes to a plan selected within HealthFlex. In addition, a family status change may allow for addition or deletion of dependents to the plan, provided that an enrollment change form is received by the Conference Office within thirty (30) days of a qualifying event, as determined by the HealthFlex program. Final determination of eligibility for all persons is subject to approval by the insurance carrier.

Continuation of benefits is available according to the terms of the plan for a period of twelve (12) months from the date of termination of eligibility status. This distinguishes our "continuation coverage" from that offered under COBRA. Full-time clergy members of the Conference staff are to be covered by the Conference health insurance program.

**2025 2024 Health Insurance Rates/Premium Credit**

Participants in the Conference’s medical and dental health insurance plan are affected by the nationwide trend of rising health care costs, our aging demographic, as well as the amount of claims our group incurs. For 2024 2025 the annual amount required of local charges for the Premium Credit for each clergy person shall remain the same as the 2023 2024 contribution. The annual conference’s (CST’s) portion will increase \$119 annually to accommodate increases of approximately 3.4% 1.0% across all health insurance plans within Healthflex. We are also rounding the Total Premium Credit up to an even dollar amount. The rounding is included in the Annual Conference portion. The premiums required for dependent and family will depend on the plan selected by each clergyperson. In 2024 2025, the Premium Credit shall be as follows:

Local Church Portion:	<del>\$8,900 (\$741.67 per month)</del>	<b>\$8,900 (\$741.67 per month)</b>
Annual Conference CST Portion:	<del>\$1,973 (\$164.42 per month)</del>	<b>\$2,092 (\$174.33 per month)</b>
TOTAL PREMIUM CREDIT	<del>\$10,873 (\$906.08 per month)</del>	<b>\$10,992 (\$916.00 per month)</b>

This Premium Credit will entirely cover the individual clergyperson’s premium under the plans referred to as the C3000, H2500 and H5000, the core exam Vision and the Dental HMO plan. It will cover both the individual’s premiums AND an additional HRA or HSA (as the case may be) contribution in any of the other High Deductible Health Plans (those beginning with H) or Consumer Driven Health Plans (those beginning with C). The most expensive “gold” plan, a PPO known as the B1000, and the C2000 and H2000 plans will require additional annual payroll withholdings from participants.

The individual premiums for each of the health insurance plans together with core exam vision and Dental HMO will be:

B1000	<del>\$12,276</del>	<b>\$12,408</b>
C2000	<del>\$11,796</del>	<b>\$11,916</b>
C3000	<del>\$10,296</del>	<b>\$10,404</b>
H2000	<del>\$11,508</del>	<b>\$11,628</b>
H2500	<del>\$9,900</del>	<b>\$10,008</b>
H5000	<del>\$9,312</del>	<b>\$9,408</b>

The Premium Credit of ~~\$10,873~~ **\$10,992** will offset these amounts. For clergy electing the C3000, H2500 or H5000 with no upgrade to vision or dental coverage, the Premium Credit will result in an additional amount added to the plan’s accompanying health savings account or health reimbursement arrangement.

To restate, the actual premiums billed to a local church for a clergyperson’s health, vision and dental coverage will vary based on the combination selected. Given the number of combinations, we believe it best not to set forth every possible premium. However, it may be helpful for clergy electing dependent or family coverage to see the amount for which individual clergy will be responsible when electing dependent or family coverage with basic vision and dental. Those amounts withheld from the pastor’s paycheck when electing dependent and/or family coverage with the core vision and least expensive dental (Dental HMO) will be as follows:

**2025 2024 Premiums**

	<b>One Dependent Coverage</b>		<b>Family Coverage (2+ Dependents)</b>	
<b>B1000</b>	\$12,443	\$1,036.92/month	\$21,179	\$1,764.92/month
	<b>\$12,564</b>	<b>\$1,047/month</b>	<b>\$21,384</b>	<b>\$1,782/month</b>
<b>C2000 Gold (includes HRA contribution)</b>	\$11,531	\$960.92/month	\$19,919	\$1,659.92/month
	<b>\$11,640</b>	<b>\$970/month</b>	<b>\$20,112</b>	<b>\$1,676/month</b>
<b>C3000 Silver (includes HRA contribution)</b>	\$8,687	\$723.92/month	\$16,031	\$1,335.92/month
	<b>\$8,760</b>	<b>\$730/month</b>	<b>\$16,188</b>	<b>\$1,349/month</b>
<b>New H2000 Gold (includes HSA contribution)</b>	\$10,979	\$914.92/month	\$19,175	\$1,597.92/month
	<b>\$11,088</b>	<b>\$924/month</b>	<b>\$19,356</b>	<b>\$1,613/month</b>
<b>H2500 Silver (includes HSA contribution)</b>	\$7,943	\$661.92/month	\$15,023	\$1,251.92/month
	<b>\$8,016</b>	<b>\$668/month</b>	<b>\$15,156</b>	<b>\$1,263/month</b>
<b>H5000 Bronze (includes HSA contribution)</b>	\$6,803	\$566.92/month	\$13,463	\$1,121.92/month
	<b>\$6,864</b>	<b>\$572/month</b>	<b>\$13,584</b>	<b>\$1,132/month</b>

In ~~2024~~ **2025**, under all plans in Healthflex Exchange, Wespeth will utilize a “care coordinator” vendor to respond to participant customer service needs across all plans. Participants should not ever be required to contact any health insurance carrier directly. However, participants should be aware that the network utilized in conjunction with that care coordinator vendor will be a Blue Cross Blue Shield network. Our prescription drug coverage will be with Optum Rx, though pharmacy plans will vary depending on the selection made by individual clergypersons. Dental insurance will remain with CIGNA in one of three plans varying in premium. Mental health/lifestyle management coverage will continue through the Blue Cross Blue Shield network, and coverage varies somewhat depending on the health plan selected. However, the benefit for behavioral health does not change whether a provider is in-network or out-of-network. Vision care coverage will continue with VSP in one of three plans varying in premium.

Each plan’s deductible will vary. Further, the IRS is requiring an increase in deductibles of High Deductible Health Plans for **2025** ~~2024~~. Given that change, the various deductibles are summarized as follows:

	<u>Individual</u>	<u>Family</u>
<b>B1000</b>	\$1,000 per person	\$2,000 per family
<b>C2000</b>	\$2,000 per person	\$4,000 per family
<b>C3000</b>	\$3,000 per person	\$6,000 per family
<b>New H2000</b>	\$2,000 per person	\$4,000 per family
<b>H2500</b>	\$2,500 per person	\$5,000 per family
<b>H5000</b>	\$5,000 per person	\$10,000 per family

All out-of-pocket maximums will now be \$5,000 per person, or \$10,000 per family, for dependent/family coverage.

**Retiree Health Insurance**

For retired clergy and dependents for whom the Annual Conference has been and will be responsible for providing health insurance according to the provisions below, the Conference will in ~~2024~~ **2025** provide up to a ~~\$300~~ **\$305** monthly stipend to the retiree for the purpose of purchasing Medicare supplemental insurance and prescription drug insurance policies to meet the retiree’s needs. For retirees who have not reached age 65, the Conference will continue to provide access to HealthFlex insurance at the clergyperson’s expense as has been the policy in previous years.

**CLERGY RETIRING UNDER ¶1357.2a (20 year rule):** For clergypersons retiring with 20 or more years of service, participation in the Conference health insurance plan may be continued provided premiums are paid 100% by the participant. Upon reaching age 65, the clergyperson and/or spouse will not have access to the Conference-sponsored health insurance plan.

**CLERGY RETIRING UNDER ¶1357.2b (30 year rule):** For clergypersons retiring with 30 years or more of service or having reached 62 years of age, the clergyperson is eligible to continue in the Conference health insurance program with responsibility for paying the following percentage of the health insurance premium for self and dependents until reaching the age of 65:

- Retiring before July 1, 2005 – 50% of premium
- Retiring after June 30, 2005 – 60% of premium
- Retiring after June 30, 2006 – 70% of premium
- Retiring after June 30, 2007 – 80% of premium
- Retiring after June 30, 2008 – 90% of premium
- Retiring after June 30, 2009 – 100% of premium

Upon reaching age 65 the clergyperson may receive a stipend based on the schedule below for the purpose of purchasing Medicare supplemental insurance and dental insurance policies to meet the retiree's need.

- Retiring before July 1, 2005 – 50% of stipend
- Retiring after June 30, 2005 – 40% of stipend
- Retiring after June 30, 2006 – 30% of stipend
- Retiring after June 30, 2007 – 20% of stipend
- Retiring after June 30, 2008 – 10% of stipend
- Retiring after June 30, 2009 – no stipend

As of July 1, 2009, clergyperson retiring under this paragraph of The 2016 Book of Discipline shall have access to the Conference health insurance for self and eligible dependents at the clergyperson's expense until the clergyperson and/or dependents reach age 65.

**CLERGY RETIRING UNDER ¶357.2c (40 year rule):** For clergy retiring with 40 years of service prior to July 1, 2005, and being at least 65 years old, the Conference will provide a monthly stipend of \$300 \$305 for the purpose of purchasing Medicare supplemental insurance and prescription drug insurance policies to meet the retiree's need. If the clergyperson had not yet reached 65 years of age, the Clergy Support Team will pay 100% of the eligible retiring clergyperson's health insurance premium with the clergyperson responsible for paying the following percentage of the health insurance premium for eligible dependents:

- Retiring after June 30, 2005 – 20% of premium
- Retiring after June 30, 2006 – 40% of premium
- Retiring after June 30, 2007 – 60% of premium
- Retiring after June 30, 2008 – 80% of premium
- Retiring after June 30, 2009 – 100% of premium

Upon reaching age 65 the clergyperson may receive a stipend based on the schedule below for the purpose of purchasing Medicare supplemental insurance and dental insurance policies to meet the retiree's need.

- Retiring before July 1, 2005 – 100% of stipend
- Retiring after June 30, 2005 – 80% of stipend
- Retiring after June 30, 2006 – 60% of stipend
- Retiring after June 30, 2007 – 40% of stipend
- Retiring after June 30, 2008 – 20% of stipend
- Retiring after June 30, 2009 – no stipend

As of July 1, 2009, clergyperson retiring under this paragraph of The 2016 Book of Discipline shall have access to the Conference health insurance for self and eligible dependents at the clergyperson's expense until the clergyperson and/or dependents reach age 65.

**CLERGY RETIRING WITH LESS THAN 30 YEARS OF SERVICE:**

As of January 1, 2007, clergy retiring with less than 30 years of service with at least five years participation immediately preceding retirement in the Conference health insurance program will have access to the Conference health insurance program at the clergyperson's own expense. Eligible dependents with at least five years participation in the Conference health insurance program will have access to the Conference health insurance program at their own expense until the clergyperson reaches the age of 65. No clergyperson with retired status shall be eligible to participate in the Conference health insurance program upon reaching age 65.

**INSURANCE GRANT FOR RETIREES**

Retirees who were on the Conference health insurance plan until December 31, 2008, and receive a stipend for health care may apply for a grant to help cover: (A) premium costs above the amount of the stipend, and/or (B) prescription drug costs incurred in the Medicare “donut hole.” The maximum amount for premium assistance is \$50 per month. The maximum amount of prescription assistance is \$2,250. Applications for grants, with adequate supporting documentation, will be considered by a sub-committee of the Clergy Support Team. Grants will only be given as reimbursements and must be reported as taxable income.

**Resolutions Relating to Rental/Housing Allowances for Retired, Disabled or Former Clergypersons of the Missouri Conference**

The Missouri Conference (the “Conference”) adopts the following resolutions relating to rental/housing allowances for active, retired, terminated or disabled clergypersons of the Conference:

WHEREAS, the religious denomination known as The United Methodist Church (the “Church”), of which this Conference is a part, has in the past functioned and continues to function through ministers of the gospel (within the meaning of Internal Revenue Code section 107) who were or are duly ordained, commissioned, or licensed ministers of the Church (“Clergypersons”);

WHEREAS, the practice of the Church and of this Conference was and is to provide active Clergypersons with a parsonage or a rental/housing allowance as part of their gross compensation;

WHEREAS, pensions or other amounts paid to active, retired, terminated, and disabled Clergypersons are considered to be deferred compensation and are paid to active, retired, terminated, and disabled Clergypersons in consideration of previous active service; and

WHEREAS, the Internal Revenue Service has recognized the Conference (or its predecessors) as an appropriate organization to designate a rental/housing allowance for Clergypersons who are or were members of this Conference and are eligible to receive such deferred compensation;

NOW, THEREFORE, BE IT RESOLVED:

THAT an amount equal to 100% of the pension, severance, or disability payments received from plans authorized under The Book of Discipline of The United Methodist Church (the “Discipline”), which includes all such payments from Wespeth Benefits and Investments (“Wespeth”), during the year ~~2023~~ **2024 and 2025** by each active, retired, terminated, or disabled Clergyperson who is or was a member of the Conference, or its predecessors, be and hereby is designated as a rental/housing allowance for each such Clergyperson; and

THAT the pension, severance, or disability payments to which this rental/housing allowance designation applies will be any pension, severance, or disability payments from plans, annuities, or funds authorized under the Discipline, including such payments from the Wespeth and from a commercial annuity company that provides an annuity arising from benefits accrued under a Wespeth plan, annuity, or fund authorized under the Discipline, that result from any service a Clergyperson rendered to this Conference or that an active, a retired, a terminated, or a disabled Clergyperson of this Conference rendered to any local church, annual conference of the Church, general agency of the Church, other institution of the Church, former denomination that is now a part of the Church, or any other employer that employed the Clergyperson to perform services related to the ministry of the Church, or its predecessors, and that elected to make contributions to, or accrue a benefit under, such a plan, annuity, or fund for such an active, a retired, a terminated, or a disabled Clergyperson’s pension, severance, or disability plan benefit as part of his or her gross compensation.

NOTE: The rental/housing allowance that may be excluded from a Clergy person's gross income in any year for federal (and, in most cases, state) income tax purposes is limited under Internal Revenue Code section 107(2), and regulations thereunder, to the least of: (a) the amount of the rental/housing allowance designated by the Clergy person's employer or other appropriate body of the Church (such as this Conference in the foregoing resolutions) for such year; (b) the amount actually expended by the Clergy person to rent or provide a home in such year; or (c) the fair rental value of the home, including furnishings and appurtenances (such as a garage), plus the cost of utilities in such year. Each clergy person or former clergy person is urged to consult with his or her own tax advisor to determine what deferred compensation is eligible to be claimed as a housing allowance exclusion.

#### **MOVING EXPENSE REIMBURSEMENT FOR RETIREES**

Upon retirement (under 2016 Book of Discipline, ¶1357.2.a, ¶1357.2.b, ¶1357.2.c), or being granted medical leave, a minister may receive moving expense reimbursement up to \$1,500 of actual expenses. Those participating in the Voluntary Transition Program may receive moving expense reimbursement up to \$1,000 of actual expenses. These grants will be made upon adequate documentation for the move being submitted to the Treasurer's Office within six months of the move. In the event of the death of a minister not yet retired, the foregoing provisions may apply to the surviving spouse of the deceased minister. In all cases, the following provisions will apply: (a) the minister or the surviving spouse must be eligible to receive a pension from the Conference; (b) there must be no other provision for his/her moving expenses; and (c) no minister, or dependent of a deceased minister, may receive funds for these moving expenses more than one time.

Following the adoption of legislation amending Chapter 26 of the United States Code in December 2017, any reimbursement or direct payment of expenses incurred as a result of a move must be treated as taxable income for purposes of calculating both Federal Income and Self-Employment Taxes. As such, local churches reimbursing a pastor for move expenses (or paying them on the pastor's behalf) must report such income to the pastor as part of his or her W-2. Retirees or any other non-employee clergy receiving a reimbursement of moving expenses from the Annual Conference will have such amounts reported on a 1099.

#### **DEATH BENEFIT PAYMENTS**

Death benefit payments by the former Missouri West Conference Clergy Support Team shall be made upon the death of a retired clergy person in the amount of \$5,000, and upon the death of a spouse or surviving spouse in the amount of \$2,000. The benefit will be available only to those West eligible clergy persons retired by December 31, 2002.

#### **EQUITABLE COMPENSATION MINIMUM SALARY & GRANTS**

Please refer to complete guidelines for Equitable Compensation salary and grants in the Clergy Support Team report.

#### **ARREARAGE POLICY**

A local church enters into a covenant, with their appointed pastor, ensuring their good intentions that all salary and benefits will be paid in a timely manner. The policy below outlines the process to be followed should this covenant not be fulfilled. (NOTE: The covenant on payment includes all compensation outlined on the Pastoral Support Form.)

If the church becomes unable to fully compensate the pastor, the pastor shall immediately notify the S/PPRC, so that the S/PPRC will work with the pastor to determine a resolution.

Should a resolution not be achieved, the pastor shall notify the district superintendent in writing, and the district superintendent will work with the pastor and the appropriate church leadership to establish an action plan.

An action plan might include:

- drawing from invested funds,
- an emergency appeal for special giving from the congregation,
- emergency grants or loans from the district or Conference.

According to The Book of Discipline ¶1624, such remedies cannot include a reduction in the pastor's compensation until the beginning of the next Conference year.

If, after consultation among the church leadership, it becomes apparent that the church may be facing a long-term financial crisis, the Chair of S/PPRC shall notify in writing the pastor and district superintendent that:

- a. An Equitable Compensation Subsidy Grant may be necessary to maintain compensation for the remainder of the Conference year or,
- b. A change in pastoral compensation or appointment may be necessary at the beginning of the following Conference year.

The statute of limitations for filing a claim for funds (i.e. notification to the district superintendent of the arrearage) for any salary arrearage is one year from the date of the initial arrearage. Once an appointment ends the pastor no longer has claim on the local church for compensation funds (2016 Book of Discipline, ¶342.4).