

## Guidelines Reference Grid

### Compensation for Authorized Ministers in 3-Way Covenant

Guideline	Value (2021)
A1: Minimum Baseline Salary	\$56,349 per year; \$27 per hour
A2: Effective Salary in Church-Provided Housing	Two-thirds basis
A3: Local Cost of Living Adjustment	0.75% of median single-family home selling price in church's ZIP code in prior 6 months
A4: Experience & Education Points	Each year of prior professional experience, up to 35 <i>and, for continuing ministers,</i> Each year of service in one's current call, up to 20 3 points for each master's degree beyond the Master of Divinity <i>and</i> 5 points for each doctoral degree
A5: Setting Points	2 points when Average Worship Attendance is 75-125 <i>or</i> 3 points when Average Worship Attendance is 125-200 <i>or</i> 5 points when Average Worship Attendance is more than 200 <i>and then</i> 3 points for Senior Pastor when one Associate Pastor is present <i>or</i> 5 points for Senior Pastor when two or more Associate Pastors are present
A6: Point Value	Per point: \$850 per year or \$0.40 per hour
A7: Social Security Offset	7.65% of A1-6, up to \$118,500
A8: Pension Annuity	14% of base compensation
A9: Life & Disability Insurance	Enrolled
A10: Oxford Background Check	Reimbursed
A11: Health, Dental, Vision	PBUCC Plan B, Dental, Vision for minister, spouse, and family
A12: Days Off	Two per week
A13: Annual Leave (Vacation)	25 working days, at least 4 Sundays, accrues to one additional year (200%)
A14: Holidays	Government plus 3 floating
A15: Lifelong Learning Leave (Study)	15 working days, at least 2 Sundays, accrues additional six months (150%)
A16: Sabbatical	Policy in place
A17: Parental Leave	2 months (60 days)

A18: Compassionate Leave	5 days
A19: Sick Leave	12 days in block or accrual, cap at 30 days
A20: Civic Service Leaves	Mandatory
A21: Wider Church Participation Leave	Mandatory
A22: Professional Expenses	\$2,500
A23: Mobile Phone	Reimbursement \$50 or church plan
A24: Wider Church Expenses	Reimbursed
A25: Community of Practice	\$250

### Compensation for Specialized Authorized Ministers

Guideline	Value (2021)
B1: Intentional Interim Minister Base	Equal to A1-3 per Guidelines
B2: Intentional Interim Minister Points	Equal to A4-6 up to prior settled minister
B3: Intentional Interim Minister Benefits & Entitlements	Equal to A7-24 except A16 suspended
B4: Associate Pastor Base	Equal to A1-3 per Guidelines
B5: Associate Pastor Points	Equal to A4-6 up to Senior Pastor
B6: Associate Pastor Benefits & Entitlements	Equal to A7-21 per Senior Pastor eligibility, except A22-24 which must be met per Guidelines
B7: Community Ministers	Demonstrate compensation that meets fair and just standard that is sustainable and appropriate for community

### Compensation for Program Staff

Guideline	Value (2021)
C1: Minimum Baseline Salary	\$56,349 per year; \$27 per hour
C2: Local Cost of Living Adjustment	0.75% of median single-family home selling price in church's ZIP code in prior 6 months
C3: Experience & Education Points	Each year of related prior professional experience, up to 15 <i>and</i> Each two years of service in one's current position, up to 10 <i>and</i> 3 points for each master's degree <i>and</i> 5 points for each doctoral degree
C4: Setting Points	1 point for each staff person supervised <i>and</i> 1 point for each five volunteers supervised
C5: Point Value	Per point: \$850 per year or \$0.40 per hour
C6: Pension Annuity	8% of base compensation
C7: Life & Disability Insurance	Enrolled
C8: Health, Dental, Vision	PBUCC Plan B, Dental, Vision for individual

C9: Days Off	Two per week
C10: Annual Leave (Vacation)	15 working days, at least 3 Sundays, accrues to one additional year (200%)
C11: Holidays	Government plus 3 floating
C12: Lifelong Learning Leave (Study)	5 working days, at least 1 Sundays
C13: Parental Leave	2 months (60 days)
C14: Compassionate Leave	5 days
C15: Sick Leave	12 days in block or accrual, cap at 30 days
C16: Civic Service Leaves	Mandatory
C17: Wider Church Participation Leave	Mandatory
C18: Professional Expenses	\$1,500
C19: Mobile Phone	Reimbursement \$50 or church plan

### Compensation for Support Staff

Guideline	Value (2021)
D1: Minimum Hourly Wage	\$14
D2: Local Cost of Living Adjustment	Additional \$3.50 per hour in Alameda, Contra Costa, El Dorado, Marin, Napa, Placer, Sacramento, San Francisco, San Mateo, Santa Clara, Santa Cruz, Solano, Sonoma, Sutter, Yolo, and Yuba Counties
D3: Experience & Education Points	Each year of service in one's current position <i>and</i> 3 points for each master's degree <i>and</i> 5 points for each doctoral degree
D4: Point Value	\$0.25 per hour per point
D5: Pension Annuity	\$3 per hour
D6: Life & Disability Insurance	Enrolled
D7: Health, Dental, Vision	PBUCC Plan B, Dental, Vision for individual
D9: Days Off	Two per week
D10: Annual Leave (Vacation)	10 working days, at least 2 Sundays, accrues to one additional year (200%)
D11: Holidays	Government plus 3 floating
D12: Lifelong Learning Leave (Study)	5 paid days biannually
D13: Parental Leave	2 months (60 days)
D14: Compassionate Leave	5 paid days
D15: Sick Leave	12 days in block or accrual, cap at 30 days
D16: Civic Service Leaves	Mandatory
D17: Professional Expenses	Preapproved reimbursed within 5 work days
D18: Remote Email	Discouraged, cannot be mandatory
D19: Time Reporting & Recording	Mandatory
D20: Social Media	Cannot be mandatory to link to personal

**Compensation for Contractor & Short Term Employment**

Guideline	Value (2020)
E1: Supply Preaching Pay	\$250, plus \$50 for services with same sermon
E2: Supply Preaching Mileage	IRS rate roundtrip up to \$50