

**The Presbytery of Long Island  
 Terms of Call for Pastors in Manses**

*Please refer to the Presbytery's current year compensation program for an explanation and minimum requirements.*

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| <b>Name</b>  |
| <b>Years Since Ordination</b>  |
| <b>Church</b>  |
| <b>Number of Active Members</b>  |
| <b>Position</b>  |
| <b>Full or Part Time</b> <i>(how many hours)</i>   |
| <b>Effective Date</b>  |
| <b>Cash Salary</b> \$  |
| <b>SECA Tax Reimbursement*</b> \$  |
| <b>Pension*</b> \$   |
| <b>Death &amp; Disability*</b> \$  |
| <b>Medical*</b> \$ <span style="float:right">Pastors<br/>Participation</span> <span style="float:right">Minister's<br/>Choice</span>                                     |
| <b>Dental*</b> \$  |
| <b>Tax-Deferred Investment (403 B)</b> <i>optional paid by Church</i> \$   |
| <b>Tax-Deferred Investment (403 B)</b> <i>optional withheld by Clergy</i> \$   |
| <b>Manse Allowance</b> \$  |
| <b>Free Use of Manse</b> <i>(annual fair rental value)</i> \$  |
| <b>Full Utilities</b> <i>(heat, electricity, and water)</i> \$ <span style="float:right">(approximate annual cost)</span>  |
| <b>Automobile Expense Reimbursement</b> \$   |
| <b>Pastoral Ministry Expense Reimbursement</b> \$  |
| <b>Continuing Ed Expense Reimbursement</b> \$  |
| <b>Continuing Education days</b>   |
| <b>Vacation days</b>   |
| <b>Family Leave</b>  |
| <b>Moving Expenses</b> \$  |
| <b>**NYS Sexual Harassment Prevention Training</b> required annually <span style="float:right">date</span> <span style="float:right">provided by</span>                  |
| <b>**Boundary Training (G-3.0106)</b> required every three years <span style="float:right">date</span> <span style="float:right">provided by</span>                      |
| <b>**Child Sexual Abuse Prevention Training (G-3.0106)</b> required every three years <span style="float:right">date</span> <span style="float:right">Provided by</span> |
| *Amount reflects current rates and is subject to change in the upcoming year<br>**Please keep a copy of your certificate of completion on file if needed                 |

|                      |                                 |           |            |                 |
|----------------------|---------------------------------|-----------|------------|-----------------|
| <i>PLI Treasurer</i> | <b>Under Presbytery Minimum</b> | <b>No</b> | <b>Yes</b> | <i>how much</i> |
|----------------------|---------------------------------|-----------|------------|-----------------|

**Please Initial**

| Background ck | PLI GP vetted | PLI Treasurer | Clerk of Session | Pastor | COM         |
|---------------|---------------|---------------|------------------|--------|-------------|
| First time    | Calls only    |               |                  |        |             |
| <b>Date</b>   | <b>Date</b>   | <b>Date</b>   |                  |        | <b>Date</b> |

**Continue to back for additional questions.**

**To be completed by ALL pastors renewing a Call**

**Part of your compensation package is your continuing education time and money. How did you use them in the previous year?**

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**Are you carrying over continuing education days from a prior year(s)? If so, how many? How are you planning on using these days? Has the session approved the carryover?**

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*"The Presbytery encourages that up to but no more than ten days of vacation time be rolled from one year into the next calendar year. The annual refreshment from vacation comes only if the Pastor takes the vacation regularly. Excessive accumulation of vacation time does not provide for that regular refreshment. Unused vacation benefits are payable in full to the date of the dissolution of the call."*

**Have you had the opportunity to take your entire vacation in the previous year? If not, please explain what would allow you to find more time for vacation and refreshments.**

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**Have you had a manse walk-through in the past year? Yes \_\_\_\_\_ No \_\_\_\_\_**

**What items, if any, need to be replaced or repaired?**

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**Is the Church behind in payment of your compensation or benefits (salary, pension, 403b contributions, etc)**

**No \_\_\_\_\_ Yes \_\_\_\_\_ If yes, explain below.**

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