

PRESBYTERY OF LONG ISLAND
TERMS OF CALL WORKSHEET FOR 2027

Forms are to be submitted to the COM by the Clerk of Session after approval by Session or Congregation.
Please reference the 2027 Compensation package and instructions to complete

Name _____ Ordination/Commissioned Date _____

Church _____

Effective Start Date _____ End _____ Full-time ☐ Part-time ☐ Hrs./Wk. _____

Type of Call: Installed Pastor ☐ Covenant Pastor (non-Installed) ☐ Interim ☐ CRE ☐

Number of active members _____ Pastor living in the Manse Yes ☐ No ☐

PART I: SALARY +		Full-time Pastor		Part-time Pastor	
PASTORS LIVING IN A MANSE		Installed	Non Installed	Installed	Non Installed
1	Annual Cash Salary (including housing expenses & Salary Supplement)				
	Housing Expenses (an amount designated by the pastor and approved by the session from the cash salary above)				
	Amount of cash salary that is Salary Supplement				
	2 Fair Market Rental Value				
	3 Utilities (church paid)				
	4 SECA Tax Reimbursement 7.65% of lines 1 + 2 + 3				
	5 Defined Contribution (403B) paid by the Church (Minimum \$1000/required for FT Installed/Interim pastors in manse)				
6 Any other additional income (please explain)					
PASTORS LIVING IN OWN HOME OR RENT					
7	Annual Cash Salary (including housing allowance & Salary Supplement)				
	Housing Allowance (an amount designated by the pastor and approved by the session from the cash salary above)				
	Amount of cash salary that is Salary Supplement				
	8 SECA Tax Reimbursement 7.65% of line 7				
	9 Defined Contribution (403B) (paid by the Church)				
	10 Any other additional income (please explain)				
PART II PENSION AND BENEFITS					
11	See instructions for assistance with valuations or decision-making.				
11 a	BOP Transitional Pastors Participation (ends Dec 31, 2029)				
11 b	BOP Congregational Pastors Package (CPP)				
11 c	CPP coverage is for (check one) Pastor only ☐ Pastor & Child(ren) ☐ Pastor & Spouse ☐ Pastor & Family ☐				
11 d	BOP Covenant Package				
11 e	Non-BOP medical coverage (Non-Installed pastors)				
11 f	Non-BOP medical coverage for family members				
11 g	Other benefits paid by the Church				
11 h	Other benefits paid by the Pastor				
11 i	Defined Contribution (403B) optional, withheld by the Clergy				
PART III: REIMBURSEMENTS see instructions for minimums					
12	Mileage Expenses				
13	Continuing Ed Expenses				
14	Pastoral Ministry Expense				
15	Moving Expenses (for new calls)				
16	Other Expenses				
TOTAL COMPENSATION PACKAGE					
<i>Continued on the back</i>					

PART IV: ANNUAL LEAVE AND VACATION <i>for all pastors serving 20 hours plus per week</i>					
	17	Continuing Education Time (Min 14 days, incl 2 Sundays)			
	18	Vacation Time (Min 30 days, incl 5 Sundays)			
	19	Family Medical Leave	12 weeks may not be prorated		
PART V: REQUIRED TRAININGS <i>for all pastors and CREs members</i>					
			Date	Provided by	
	20	New York State Sexual Harassment Prevention Training (required annually)			
	21	Boundary Training (required every three years)			
	22	Child Sexual Abuse Prevention Training (G-3.0106) (required every three years)			
PART VI: To be completed by ALL pastors RENEWING a Call					
	1. Part of your compensation package is your continuing education time and money. How did you use them in the previous year?				
	2. 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? (Please see page 6 of the 2026 Compensation Program and Terms of Call Instructions for specifics of Continuing Education Expenses and Time)				
	3. "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.				
	4. Is the Church behind in payment of your compensation or benefits (salary, pension, 403b contributions, etc) No ☐ Yes ☐ if yes, explain below.				

Session/Congregation approval date

Clerk of session signature Date

Pastor Signature Date

COM Approval Date

Background Ck	EP Vetted	PLI Treasurer	Salary Supplement
First-time calls only	First-time calls only		Year
date	date	date	Amount