



DIOCESE OF
Jefferson City

BETTER
TOGETHER

PRIEST COMPENSATION POLICY

Approved by Bishop McKnight on May 6, 2020

EFFECTIVE JULY 1, 2020

EFFECTIVE DATE

This policy becomes effective with the first paycheck after **July 1, 2020**, allowing for a 2% COLA annually during this time period.

PLEASE NOTE

Priests are “Self-Employed” for Social Security and pay self-employment tax, but are employed for income tax purposes. Bookkeepers: **Do not withhold or pay FICA and Medicare tax on Clergy**, but priests may elect to withhold additional amounts for income tax purposes.

The following updated table outlines the program increases in salary and benefits, including new mass stipend rates.

	Ordained After 7/1/2015	Ordained Prior to 7/1/2005	Ordained Prior to 7/1/1990
Canonical Base	\$17,888	\$17,888	\$17,888
Parish Assignment			
Canonical Base <i>plus</i>			
Active Ministry	10,512	11,512	12,512
Mass Offerings	3,600	3,600	3,600
403(b) Contribution*	3,700	3,700	3,700
Total	\$35,700	\$36,700	\$37,700
Institutional Only Assignment			
Canonical Base <i>plus</i>			
Active Ministry	10,512	11,512	12,512
Non-parish adjustment	2,400	2,400	2,400
Mass Offerings	3,600	3,600	3,600
403(b) Contribution*	3,700	3,700	3,700
Total	\$38,100	\$39,100	\$40,100

The Bishop determines the compensation of priests ordained through the Pastoral Provision.

Regarding Mass Offerings/Stipends: All offerings/donations for Masses should be deposited into the parish Mass Offering/Stipend account and periodically transferred as the Masses are celebrated.

When a priest receives an offering on the occasion of normal parish ministry (e.g., a baptism), the offering is given to the parish unless the offering is specifically given for the priest.

Please see “Financial Guidelines” and “Substitute Clergy Reimbursement Guidelines” for information on reimbursable expenses, and for information regarding clergy and parish responsibilities and expectations.

*** NOTE** - This 403(b) retirement amount represents deferred compensation contributed on a quarterly basis by the employer into a tax-sheltered annuity and is not a part of salary. Priests are encouraged to contribute an additional amount from their own wages that would also be tax deferred.

Priests assigned to a parish or institution also receive health insurance, life and disability insurance, a pension at retirement, and optional dental and vision insurance. Priests are required to cover their "employee" portion of these benefits through a payroll deduction or risk losing their insurance coverage.

For self-employment tax purposes, priest's room and board is calculated at \$500/month. This amount is not reported on the priest's IRS Form W-4, but is needed in calculating self-employment taxes. Meals with a specific business purpose can be excluded from this calculation when appropriate documentation is submitted and recorded.

SUBSTITUTE CLERGY REIMBURSEMENT GUIDELINES

When a priest is substituting in a parish, the priest's compensation is as follows:

- ▶ Sunday/Saturday Vigil Substitution: \$150 for up to 4 Masses and Confessions; \$50 for a single
- ▶ Mass Daily Mass: \$35
- ▶ Confessions: \$50 (for at least one hour)
- ▶ Funerals and Weddings: \$150
- ▶ Baptisms: \$35 (per liturgy not per person baptized)

Substituting priests are reimbursed for travel and meals associated with substitution work. Please see the Mileage Reimbursement policy for more details.

For baptisms, weddings, and funerals, the parish is responsible for compensating the substitute priest up to the above amounts if the parishioner receiving services does not. This only applies to substituting priests. If a priest substitutes at any of these liturgies for personal reasons (i.e. for a family member or friend), the parish does not provide any compensation.

PRO MENSA REIMBURSEMENT

Part of a priest's compensation package includes room and board. Board is defined as meals taken at the rectory or practical restaurant dining. In the Diocese of Jefferson City, priests may only spend up to a maximum of \$300 a month for **pro mensa** expenses (i.e. groceries and practical restaurant dining). Priests must use their own funds for other dining and life style choices. Items that are not reimbursable include: medication, alcohol for personal consumption, tobacco, vitamins, or food for pets.

OTHER REIMBURSEMENTS

RECTORY CLEANING AND MAINTENANCE

- ▶ Parishes are obligated to provide clean and well-maintained rectories (see Policy Concerning Rectories). Pastors and parochial vicars may be reimbursed for these rectory supplies according to common standards. Personal toiletries (soap, shaving cream, razors, deodorant, etc.) are not reimbursable.
- ▶ Laundry supplies are provided by the parish. Dry-cleaning expenses for personal clothing are the responsibility of the priest, while dry-cleaning liturgical vestments are the responsibility of the parish.

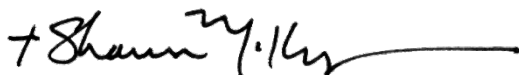
CELLULAR PHONE SERVICE

- ▶ As per the Policy Concerning Rectories (enacted 1 October 2019), priests may be reimbursed up to \$100 per month for the use and operation of a cellular phone for business purposes.

MILEAGE

- ▶ Priests who use their personal vehicles for ministry purposes are reimbursed for mileage. Please see the Policy on Mileage Reimbursement (enacted 13 February 2020).

Enacted: May 6, 2020



Most Rev. W. Shawn McKnight
Bishop of Jefferson City

