

**TERMS OF CALL REPORT – INSTALLED POSITIONS**  
**Presbytery of Santa Fe**



YEAR \_\_\_\_\_

MINISTER'S NAME \_\_\_\_\_

CHURCH \_\_\_\_\_

POSITION    HOURS PER WEEK \_\_\_\_\_

- Pastor (including organizing, designated)       Associate Pastor  
 Transitional Pastor       Transitional Associate Pastor

**COMPENSATION INCLUDED IN EFFECTIVE SALARY**  
 (Minimum salary/housing for 2022 is \$43,500 for full-time)

1.	\$	Annual cash salary
2.	\$	Housing allowance
3.	\$	<b>OR</b> Manse value, if manse is provided
4.	\$	Utility and furnishing allowances
5.	\$	Deferred compensation, 403b employer contribution ( <i>not including matching contributions</i> )
6.	\$	Bonuses, unvouchered allowances, gifts from employer
7.	\$	Other allowances (e.g., individual plan medical deductible or benefit premiums, SECA allowance <i>in excess</i> of 50% of estimated obligation, etc.) <b>Specify:</b>
8.	\$	<b>Total Effective Salary (Sum of lines 1-7)</b>

**BOARD OF PENSIONS PCUSA**

9.	\$	Pastor's Participation (medical, pension, death & disability benefits) 37% of Total Effective Salary
10.	\$	Additional employer costs for optional benefits <b>Specify:</b>

**COMPENSATION NOT INCLUDED IN EFFECTIVE SALARY**

11.	\$	Continuing education reimbursements (minimum of \$1250)
12.	\$	Automobile expense reimbursements ( <i>not commuting/IRS rate or at least .37/mile</i> )
13.	\$	Business and professional expense reimbursements
14.	\$	SECA Tax allowance (only up to 50% of estimated obligation. Calculated at 7.65% of effective salary)
15.	\$	Group plan for medical deductible or benefit premiums, co-insurance <b>Specify:</b>
16.	\$	Other deferred compensation, 403b employer matching contribution
17.	\$	Other vouchered allowances <b>Specify:</b>

18.	\$	<b>TOTAL COST TO CHURCH OR EMPLOYING ORGANIZATION</b> <b>(Sum of lines 8-17)</b>
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**VACATION AND LEAVE**

19. \_\_\_\_\_ Weeks vacation (minimum - four weeks)

20. \_\_\_\_\_ Weeks study leave (minimum - two weeks)

*Note: Pulpit supply minimum is \$150 plus mileage. Study leave & continuing education funds can accumulate for up to 3 years.*

**CLERGY RENEWAL LEAVE**

All Calls and Call renewals must show Clergy Renewal Leave which is to be granted after six years with your congregation. EXPECTED YEAR OF CLERGY RENEWAL LEAVE: \_\_\_\_\_

OTHER (please list): \_\_\_\_\_

Have these terms of call been approved by the Congregation? Yes \_\_\_\_\_ No \_\_\_\_\_ If not, please give the date of the congregational meeting: \_\_\_\_\_

Please complete and return **by April 15th** to the *Presbytery of Santa Fe, 217 Locust St. NE, Albuquerque, NM, 87102*, or EMAIL [asc@santafepresbytery.org](mailto:asc@santafepresbytery.org) or FAX to 505-345-6563. If amounts are not yet approved, please insert proposed amounts and notify the office later of any changes.

Signed: \_\_\_\_\_  
Clerk of Session