

Budget Planning Packet for 2021

Costs associated with lay & clergy employees:

PAYROLL:

Lay Employee

Wages (hourly or salary) – verify current minimum wages for employing city, county, state.

+

Social Security Taxes (OASDI & Medicare) = 7.65% of taxable income

+

Payroll processing fees. For those using DioCal Paychex payroll service fees are \$7.00/paycheck (live or direct deposit)

Clergy Employees (refer to Clergy Minimum Compensation for current year)

Compensation = Housing Allowance + Stipend (Clergy minimums include employer portion of Self Employment Tax)

+

Payroll processing fees. For those using DioCal Paychex payroll service fees are \$7.00/paycheck (live or direct deposit)

BENEFITS – see current year's Benefit Rate Sheet for monthly premiums of items listed below with *:

Employee hired to work **less than 20hr/week**:

- Clergy: 18% of assessable compensation as defined by Clergy Pension Fund. Visit www.cpg.org or call 1-800-480-9967 (M-F 5.30am-5pm Pacific) click here for [Guide to Clergy Benefits](#)
- Lay: \$0.00 - there are no employer provided benefits.

Employee hired to work **at least 20 but less than 30hr/week** provided the above listed benefits plus the following:

- Lay: Defined Contribution Retirement Account with CPG (employer base contribution 5% of compensation, employer matches employee contribution dollar to dollar up to 4% of compensation and contributions on value of provided housing according to plan document.)
- *Short-term Disability
- *Long-term Disability
- *Salary Continuation (unemployment insurance)
- *Employee Assistance Plan
- *Medical & Dental insurance are optional benefits for both lay & clergy. The employer can opt to cover the cost or seek reimbursement from employee for premiums. The employer's policy of paying premiums or seeking reimbursement from employee must be applied equally to clergy or lay employees.

Employee hired to work **30 or more hr/week** provided the above listed benefits plus the following:

- *\$50K Life Ins
- *Medical
- *Dental

How Is the Insurance Paid For?

All insurance premiums, including those for dependent coverage, are billed to the employer by the Diocese. The employer may require a reimbursement from the employee for plan selection that exceeds the base-line coverage approved by employer or for medical coverage provided to a child over age 25 provided that dependent changes price tier. Either cost share policy must be adopted by employer prior to annual Open Enrollment. Contact the Diocese Payroll Office to request the Ins. Cost Share (pre-tax) Payroll Deduction Authorization form.

** The retirement plans are billed to the employer by the Church Pension Fund. It is the responsibility of the employer to contact The Church Pension Fund to enroll the employee (Lay & Clergy), set up the account and submit contributions.

The Church, School, or Institution is the employer. The Diocese is the payroll service and administrator of group benefits for your employees. All entities with employees must have a published personnel policy on file.

2021 Employee Benefits Monthly Premiums

Carrier/Plan	Enrollment Tier	Billing Code	Enrolled	2021 Monthly Premiums
<u>Employee Assistance Plan</u> (eff. 01/01/2021 EAP is provided to all employee's working at least 20hr/week)		900 or 999	Employee (+ dependents)	\$4.00
<u>Kaiser EPO 80 w/ Additional Benefits*</u>	Single	780	Employee	\$880.48
	Dual	781	Employee+1	\$1,584.65
	Family	782	Employee+2 or more	\$2,465.13
<u>Anthem BC/BS BlueCard PPO 80 w/ Additional Benefits*</u>	Single	505	Employee	\$936.85
	Dual	515	Employee+1	\$1,686.13
	Family	530	Employee+2 or more	\$2,622.98
<u>Anthem BC/BS BlueCard PPO 90 w/ Additional Benefits*</u>	Single	570	Employee	\$1,032.18
	Dual	580	Employee+1	\$1,858.33
	Family	590	Employee+2 or more	\$2,890.50
<u>Kaiser EPO High w/ Additional Benefits*</u>	Single	705	Employee	\$1,090.60
	Dual	715	Employee+1	\$1,962.88
	Family	730	Employee+2 or more	\$3,053.48
<u>Cigna-Dental/Ortho</u>	Single	210	Employee	\$78.93
	Dual	220	Employee+1	\$142.48
	Family	230	Employee+2 or more	\$221.40
<u>\$50K Life Insurance - CLIC</u>		825	Employee up to age 70	\$12.81
		865	Employee over age 70	\$11.79
<u>Disability Insurance</u>				
Short Term Disability (lay employees only – Clergy disability is part of Pension benefit with CPG)		405		.46% of first \$117,000 of compensation
Long Term Disability (lay employees only – Clergy disability is part of Pension benefit with CPG)		408		.38% of first \$117,000 of compensation
<u>Unemployment Insurance</u>				
Non School Employees		402		.4% of first \$72,000 of Compensation
Parochial & Pre-School Employees		402		1% of the first \$72,000 of Compensation

***Additional Benefits:** prescription (Express Scripts for Anthem members, Kaiser Pharmacy for Kaiser members, vision (EyeMed), employee assistance plan (Cigna Behavioral), Heath Advocate, hearing, travel assistance (visit www.cpg.org for details)

[Click here to download the full Salary Resolution](#)

2021 Proposed Salary Resolution and Mandatory Minimum Compensation

Resolved, That effective January 1, 2021, the minimum annual compensation for clergy employed full time by the Diocese of California and by any parish or mission thereof shall be increased by 1.6% as reflected in the 2021 Mandatory Minimum Salary Schedule shown below.

Resolved, That Years of Experience be defined as Credited Service with The Church Pension Fund.

2021 Mandatory Minimum Compensation Including Self Employment Tax

Congregation Classification	Experience		
	0-4 Years	5-9 Years	10+ Years
A	81,422	85,945	90,467
B	84,136	89,112	94,085
C	86,880	92,276	97,704
D	90,467	97,704	104,943
E	99,516	108,561	117,699

- That associate clergy minimums are based on the cleric's years of service at two grade levels below actual congregation classification.
- That any deviation below these minimums will be permitted by the Bishop for serious cause, with the Bishop using the Personnel Practices Commission as a council of advice.
- When a rectory is provided, cash compensation may be 30% below the minimum figures to parallel Church Pension Fund's requirement that cash compensation be grossed up by 30% for pension assessment purposes when housing is provided.

[Click here to download the Congregational Grade Structure](#)

Recommended Rates for Short-Term Supply Clergy

2 Services with Sermon \$309

2 Services without Sermon \$169

1 Service with Sermon \$256

1 Service without Sermon \$132

Interim / Long-Term Supply Clergy Salary & Benefits

Interim Schedule	Compensation (stipend & housing allowance)
5 days including Sunday	100% of minimum salary per congregation grade & clergy YCS
4 days including Sunday	80% of minimum salary per congregation grade & clergy YCS
3 days including Sunday	60% of minimum salary per congregation grade & clergy YCS
2 days including Sunday	40% of minimum salary per congregation grade & clergy YCS
1 day including Sunday	20% of minimum salary per congregation grade & clergy YCS

- Mileage reimbursed at IRS published rate per mile for Church related travel (non-commute).
- Salary Continuation (aka unemployment) if working at least 20hrs/wk.
- Full benefit package if working 30 hours or more/wk
- Clergy Pension Assessments, 18% of assessable compensation in accordance with CPG rules (visit www.cpg.org or call 1-800-480-9967 for guidance)

Assessment Formula for 2021

5.0% assessment on the first \$81,422 of a parish or mission's operating income for 2019 as defined on Line A of the 2019 parochial report.

17.0% assessment on all such income above \$81,422, provided that:

No parish or mission shall have an increase over 2020 initial assessment (before appeals) of more than 50% or \$21,788, whichever is less.