

PASTORAL SEARCH FINANCIAL REALITY CHECKLIST

This form is intended to assist the session of a church whose pastor or associate pastor has just left to determine the extent of the church's potential for supporting the services of a pastor. The completed form will be discussed with the Committee on Ministry liaison prior to the election of a Pastor Nominating Committee or an Associate Pastor Nominating Committee.

Membership Trends

The following information may be found in the Annual Statistical Reports your session is required to approve and send to the Presbytery each year.

1. Active membership 5 years ago _____
2. Active membership 4 years ago _____
3. Active membership 3 years ago _____
4. Active membership 2 years ago _____
5. Active membership 1 year ago _____

What do the five year membership figures show?

In the past 5 years what has been the net gain in active membership? _____

In the past 5 years what has been the net loss in active membership? _____

Cost for Pastoral Services

From the Terms of Call for your last pastor or associate pastor, COM Form 14. Check to ensure that the salary meets the Presbytery minimum, COM Policy 19.

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| 1. Cash Salary and other cash | \$ _____ |
| 2. Board of Pension Dues (based on effective salary) | _____ |
| 3. Continuing Education and books | _____ |
| 4. Professional Expenses | _____ |
| 5. Reimbursed Mileage | _____ |
| 6. Social Security Offset | _____ |
| 7. Other (deferred compensation or utilities, etc.) | _____ |
| 8. Total Cost to Church Budget | \$ _____ |

To estimate the cost of the pastor / associate pastor five years in the future, multiply the total in line 8 above by 1.13, which will assume a modest 3% annual increase for the five year period.

Projected cost in five years \$ _____

Financial Capability Analysis

1. What was your total church budget 5 years ago? \$ _____
2. What percentage of that budget supported the pastor/associate? _____%
3. What percentage of that budget was given to mission? _____%
4. What percentage of that budget income was endowment/savings? _____%

5. What was your total budget during the last year? \$ _____
6. What percentage of that budget supported the pastor/associate? _____%
7. What percentage of that budget was given to mission? _____%
8. What percentage of that budget income was endowment/savings? _____%

Five years from now, based upon membership and budget trends, will you realistically be able to devote the same percentage of your budget to the support of a pastor and/or an associate pastor? Will that percentage cover the actual projected cost estimated previously?

Five years from now, based upon membership and budget trends, what percentage of your budget will be given to mission?

Does this 'reality check' suggest that you need to look for:

- A full time pastor / associate pastor?
- A part time pastor / associate pastor?
- Sharing the services of a minister with another church or churches?
- Utilizing the services of a lay pastor?
- Some other new way of meeting the spiritual needs of your congregation?