

**RENEWAL AGREEMENT**  
**Church of the Brethren**  
**Annual Agreement for Pastor and Congregation (Part-Time)**

This **Renewal** agreement between the \_\_\_\_\_ Church of the Brethren and its \_\_\_\_\_ (pastor, associate pastor, etc) \_\_\_\_\_, is for the calendar year \_\_\_\_\_. If the agreement is for a period other than the calendar year, state the beginning and ending dates: from \_\_\_\_\_ to \_\_\_\_\_.

**1. TERMS OF CALL TO SERVICE**

The terms of call to service shall be as stated in the original **Start-Up** agreement between the Pastor and the congregation. Any change in the terms shall be mutually negotiated between the pastor and congregation. Major changes shall be made in consultation with district executive and may necessitate the completion of a new start-up agreement. Ninety (90) days notice shall be given in the event of reduction in service.

**2. FINANCIAL TERMS**

**Consult the “Guidelines for Pastors’ Salaries and Benefits” for assistance in completing all sections below. The “Guidelines” and the Recommended Minimum Cash Salary Table for Pastors are available at <http://www.brethren.org/ministryoffice>.**

**A renewal agreement shall be completed annually, and a copy submitted to the District office.**

**A. COMPENSATION**

**1. Cash Salary:**

The amount from the Salary Table at \_\_\_\_ years of experience is \$ \_\_\_\_\_  
 Prorated amount at \_\_\_\_\_-time ministry = \$ \_\_\_\_\_  
 Amount above and beyond Salary Table: \$ \_\_\_\_\_  
 Beginning \_\_\_\_\_, the congregation shall pay the Pastor a salary of: \$ \_\_\_\_\_  
 (Amount of cash salary designated for housing, utilities & furnishings: \$ \_\_\_\_\_)

**2. Housing: (prorated based on \_\_\_\_\_-time ministry)**

a. The congregation will provide a housing allowance of: \$ \_\_\_\_\_  
 b. In lieu of a housing allowance:  
 • the congregation will provide the use of a parsonage with a fair rental value of : \$ \_\_\_\_\_  
 • the Housing Fund contribution by the congregation will be: \$ \_\_\_\_\_

**3. Pension Benefits:**

The contributions to the plan maintained by the Brethren Benefit Trust should be the following:  
 • Congregation’s contribution to pastor’s pension plan (11%) \$ \_\_\_\_\_  
 • Congregation’s contribution to Church Worker’s Assistance Plan (1%) \$ \_\_\_\_\_  
 • Pastor’s contribution to pension plan (4%) \$ \_\_\_\_\_

**4. Medical Benefits: (congregation’s share prorated based on \_\_\_\_\_-time ministry)**

Medical Insurance Provider: \_\_\_\_\_  
 Medical Plan:  
 Congregation’s Share \$ \_\_\_\_\_  
 Pastor’s Share \$ \_\_\_\_\_  
 Health Savings Account Congregation’s Contribution \$ \_\_\_\_\_  
 Pastor’s Contribution \$ \_\_\_\_\_



*As part of my employment, I reaffirm my covenant as a credentialed minister in the Church of the Brethren and to uphold the Code of Ethics for Ministerial Leaders as adopted by the Church of the Brethren Annual Conference. I recognize and accept the authority of the district and denomination being at all times subject to its discipline and governance.*

---

Pastor

Date

*I, the board chair, acknowledge the congregation's responsibility to uphold and periodically review the Annual Conference Congregational Ethics paper. I also acknowledge that it is my responsibility to place a signed copy of this agreement in a secure file in the church office, communicate its existence and location to my successor(s), and distribute copies to those office(r)s identified below.*

---

Board Chair

Date

Copies: Pastor, Moderator, Board Chair, District Executive/Minister, Treasurer, Church Clerk

\*\*\*\*\*  
Pastoral Compensation and Benefits Advisory Committee  
Office of Ministry  
Church of the Brethren  
1451 Dundee Avenue  
Elgin, Illinois 60120-1694