

2009-2010 Guidelines for Pastors' Expense Reimbursement – Part VI
Mennonite Church USA - Denominational Ministry

Name of Pastor _____

Date _____

VI. Expense Allowances

A. Auto Expense Auto expense for church related travel should be reimbursed at the current level of allowance by US Internal Revenue Service, currently at 55 cents per mile. This is a reduction of the July 1 –December 31, 2008 rate.

A. Auto Expense \$ _____
 (estimate)

B. Conference Expense The pastor's attendance at area and denominational conference sessions is part of the pastor's professional responsibility. Therefore it is strongly recommended that registration, travel, lodging, and food costs for the pastor be paid by the congregation.

B. Conference Expense \$ _____

C. Professional Expenses Dues for professional groups and costs incurred on behalf of the congregation should be reimbursed to the pastor. Lunch or dinner meetings or visits for church or pastoral care would be another example.

C. Professional Expense \$ _____

D. Other Expenses Pastors are usually encouraged by their financial advisors to shift expenses to reimbursement categories whenever possible.

D. Other \$ _____

VI. Total Expenses \$ _____
 (A + B + C + D)

Total Salary, Benefits, and Expenses:

Total of Parts I + II + III+/- IV + V + VI = What it costs the church) \$ _____