

Church Financial Hot Topic

Non-Ministerial Compensation Worksheet

The following worksheet is a tool for a budget or finance committee to use to help establish a compensation budget for their church staff.

Compensation	Budget Amount*
Church-Related Ministry Expenses	
1. Church-Related Travel Expenses	
2. Church-Related Conferences, Continuing Education Seminars, and Convention Expenses	
3. Church-Related Business Meals, Church-Related Entertainment Expenses, Church-Related Wedding and Baby Gifts, and Other Church-Related Hospitality Expenses	
4. Church-Related Books, CDs, Online Resources, and Other Informational Expenses	
5. Church-Required Cell Phone	
Total Church-Related Ministry Expenses	
Church-Provided Benefits	
1. Group Medical Insurance	
2. Disability Insurance	
3. Group Term Life Insurance	
4. Church Retirement Plan Contribution	
Total Church-Provided Benefits	
Income	
1. Salary	
Total Income	

*Please do not total this compensation worksheet. The third section of the worksheet should be kept separate for accounting purposes from the other two sections when presenting the church budget.

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