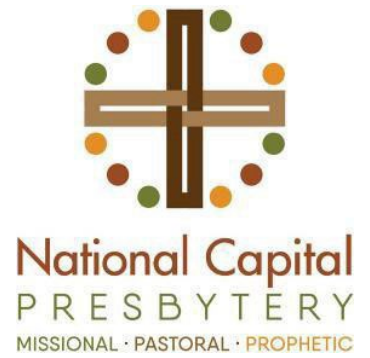


Approved by
National Capital Presbytery



GUIDANCE ON HONORARIA FOR : PULPIT SUPPLY, TEMPORARY SUPPLY, & MODERATING SESSION

Updated 2023

National Capital Presbytery

Strengthening & Transforming Our Congregations

11300 Rockville Pike – Suite 408 – Rockville – MD – 20852 – Tel: 240-514-5348 www.thepresbytery.org

Guidance on Honoraria for Pulpit Supply, Temporary Supply, and Moderating Session

Pulpit Supply:

1. The minimum honorarium for pulpit supply for one (1) service is \$250.00 plus the current IRS mileage. For two (2) services, the fee is \$275 plus the current IRS mileage.
2. When a minister is specifically invited from outside the area, transportation, and lodging, if appropriate, should be covered in addition to the honorarium.
3. Ministers candidating for another pulpit in the area should have their expenses reimbursed by the interested church or churches. The host church should bear no expense.

Temporary Supply:

The Committee on Ministry will assist churches in obtaining Temporary Supply when the church is without a pastor or when the pastor is incapacitated or absent for some reason.

The following are the honoraria for such Temporary Supply arrangements:

1. When the responsibilities are limited to pulpit supply, the honoraria listed above for "Pulpit Supply" shall be used.
2. Additional activities, such as attending committee meetings and moderating session meetings, shall be compensated at the Presbytery minimum effective salary which for is \$55.00/hour (This is a normalized rate for the entire Presbytery – if a localized rate is desired, please send a request to comadmin@thepresbytery.org.)
3. In addition to compensation, out-of-pocket expenses and travel costs should be paid.

Moderators:

Moderators will be reimbursed at the hourly rate of \$55.00 plus the current IRS mileage rate (please see the note under temporary supply if a localized rate is desired).

PNC Liaisons:

When PNC Liaisons attend committee meetings, they will be reimbursed at the current IRS rate. Also, they will be reimbursed for reasonable out-of-pocket expenses when request with receipts is presented to the PNC.

Questions? Email the Administrator to the Committee on Ministry at comadmin@thepresbytery.org.