

Parental Leave Fund

Guidelines

Purpose: To provide financial support for local churches of the Alaska Conference where the church needs assistance in paying for pastoral coverage when their pastor goes on parental leave.

1. The Parental Leave Fund exists to assist local churches *who are not financially able to fund* costs directly related to providing interim pastoral leadership due to a pastor's parental leave. Normally, such assistance will provide only partial funding of the total costs involved.
2. Parental leave for clergy is defined in ¶355 of the 2016 UMC Book of Discipline.
3. After the pastor files for parental leave under the provisions of ¶355.1, the Conference Superintendent will consult with the Staff Parish Relations Committee and the Finance Committee of the local church on the plan of interim pastoral coverage and to assess ability to fund costs directly related to providing such coverage.
4. The Conference Superintendent shall consult with the Bishop and Cabinet, and the Conference Benefits Officer regarding the pastor's intention to take parental leave and the church's need for funding assistance.
5. If the Cabinet determines that a pastor would qualify for parental leave funds, the Conference Superintendent shall notify the Conference Benefits Officer by submitting and signing the application form. This notification shall include a recommended sum to be paid (see #7 for limitations), a payment schedule, a time period for payment, and specify any other considerations regarding payment to the local church to assist with the cost of providing interim pastoral leadership, due to a pastor's maternity or paternity leave.
6. The Board of Pensions may provide a grant for up to one-half of the conference's base salary for the duration of the clergy member's leave. For appointments that are less than full time, the grant may be proportionally reduced. Area cost-of-living adjustments shall not apply. These funds are to be used solely to assist in securing temporary pastoral leadership during parental leave of an eligible appointed pastor.
7. The local church will continue to be responsible for no less than two months' salary and benefits of the pastor on parental leave (¶355.4). The pastor remains enrolled in benefit programs with the conference billing the church.
8. Funding will come from the Special Aid Fund of the Board of Pensions' accounts with the central treasury.

Request for Parental Leave Funds

With the approval of the conference superintendent in consultation with Bishop and cabinet funding will be provided by the conference according to the Parental Leave Fund Guidelines to assist a local church *who is not financially able to* fund costs directly related to providing interim pastoral leadership due to a pastor's maternity/paternity leave. The church will continue to be responsible for salary and benefits of the pastor going on parental leave according to ¶355.4 of the 2016 UMC Book of Discipline.

Church Applicant: _____

Impacted Pastor: _____

Church address: _____

City, State & Zip code: _____

Telephone: _____

Describe the details of the Parental Leave: _____

How many months will it cover and what is the amount being requested? _____

When will payments begin? _____

Conference Superintendent: _____

has reviewed situation with pastor taking leave, church SPR, Bishop and Cabinet and requests the above amount of funding from the conference board of pensions.

Signature Date: _____

Returned signed request to: Bruce Galvin, Conference Benefit Officer
111 N. 74th Street Seattle, WA 98103
bruce.galvin@pnwumc.org 206-870-6819