

Archdiocese of Boston
Stipend and Benefits for Women Religious
Fiscal Year 2019

Stipend

The stipend for a sister's services is determined annually and reflects changes in the economy as much as possible. Any stipend changes would take effect on July 1 each year.

The stipend consists of an annual amount that is dispersed in twelve monthly payments. In her last year of service a sister receives the full twelve payments.

The Ordinary, on the recommendation of the Sisters' Stipend and Benefits Committee, authorizes all stipend and benefit amounts. This committee is appointed by the Ordinary, on the recommendation of the Delegate for Religious.

Medical

The parish or institution employing a sister for full-time or part-time service is to pay over the twelve-month period an amount agreed upon annually toward the cost of hospital visits and medical insurance.

Retirement

An amount agreed upon annually will be paid toward the retirement of any sister serving the parish or institution on a full-time basis. Sisters serving part-time receive a retirement amount pro-rated according to service time.

Housing

A. Active Sisters

The parish or institution is responsible for providing a housing allowance for each sister who shares in its apostolate. The amount of this allowance is determined on an annual basis and included in the amount of the base stipend.

B. Retired Sisters

In recognition of their years of service, retired sisters, that is, those who did receive compensation for ministry, and who live in convents, are not required to pay rent.

When a convent closes, retired sisters of that convent who wish to remain in the geographic area may reside rent-free in another parish convent with the agreement of the pastor, the major superior and the local community.

C. Change in the Use of a Convent Building

When the purpose of a convent building becomes a serious concern due to spatial needs or finances, or because of the number of the sisters living there, the Pastor/Administrator or the congregational leadership may initiate **dialogue concerning** the future use of the convent. A rent increase or change in the terms and conditions of a sister's living arrangements in property owned by the parish or the Archdiocese should be discussed with the major superior of the religious community. The Delegate for Religious is available to initiate the conversation with the religious community.

Transportation

The parish or institution is responsible for providing transportation that is required for ministry. Financial arrangements for the use of a car should be made with the major superior of the religious community and the pastor/administrator of the parish, school or Archdiocesan-related institution.

When the parish or institution provides an automobile, the religious community assumes the cost of the personal or congregational business of the sister. When a sister uses other means of transportation for her ministry, the parish or institution reimburses the congregation for actual costs.

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Professional Expenses

The parish or institution is responsible for agreed upon professional expenses involved in the sister's exercise of ministry. Such expenses are determined in dialogue between the Pastor/Administrator and the sister.

Vacation Time

A minimum of 4 weeks vacation (20 business days).

Retreat/Study Time

One week for retreat (5 business days) for sisters working in parishes and diocesan offices. In addition, the sisters have the option of an annual study week (5 business days). Participation in a day or an evening of professional development will be addressed on an individual basis.

Sick Time

When a sister becomes ill for an extended period of time, i.e. ten business days or more within a calendar year, and the parish or institution is notified that her absence will be prolonged, the parish or institution continues to pay her stipend and benefits for a period of ten weeks. This benefit takes effect on the 11th business day of her illness.

Resolution of Differences

Policy: The Pastor/Administrator has the right to make personnel changes in the parish, school, or other pastoral institution. In the light of justice and charity, the sister involved should be the first one informed of any impending changes in her position for purposes of discussion before any action is taken. Further discussion might need to take place with the sister and her major superior.

Procedure: If a Pastor/Administrator believes that a sister should have a change in her position, he should meet with the sister prior to taking any action or, if need be, with her major superior. The purpose of the meeting is to discuss with the sister the reason for the proposed change in her assignment. The Pastor/Administrator should identify and review circumstances contributing to or leading up to this change. This would include situations deemed in the best interest of the Church. The intent of this discussion is to strive for mutual understanding and fair resolution.

The Pastor/Administrator is required to document this conversation(s). A copy of documentation should then be forwarded to the Delegate for Religious.

Appeal Process: If the sister does not agree with the change, she may appeal to the Delegate for Religious, who will review the procedural process with the appropriate authorities.

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For Parishes, Agencies and Institutions

	Annual	Monthly
Stipend	\$37,916.09	\$3,159.67
Medical*	\$19,484.83	\$1,623.74
Retirement	<u>\$5,380.65</u>	<u>\$448.39</u>
	<u>\$62,781.57</u>	<u>\$5,231.80</u>

Stipend Breakdown:		
Base Stipend	\$34,140.39	\$2,845.03
Rent	<u>\$3,775.70</u>	<u>\$314.64</u>
Stipend & Rent	<u>\$37,916.09</u>	<u>\$3,159.67</u>

Procedure for payment of rent (housing allowance)

- Sisters who live in a convent, other than retired sisters, pay rent to the parish. This can be done on a cash basis or by a bookkeeping entry.
- Unless a bookkeeping arrangement has been previously agreed to between the congregation and pastor or agency director, rent will be paid the first day of each month by those living in a convent.
- The rent beginning July 1, 2018 for fiscal year 2019 will be \$314.64 monthly.

* The medical benefit is intended to reflect the actual costs for women under the age of 65 up to a maximum of \$19,484.83 in FY 2019. The costs for sisters both under and over the age of 65 varies among congregations.

For further information please contact:

Sister Marian Batho, CSJ
 Delegate for Religious
 Phone: (617) 746-5637
 Sr_Marian_Batho@rcab.org

Archdiocese of Boston
Stipend and Benefits for Religious Brothers
Fiscal Year 2019

Stipend

The stipend for a brother's services is determined annually and reflects changes in the economy as much as possible. Any stipend changes would take effect on July 1 each year.

The stipend consists of an annual amount that is dispersed in twelve monthly payments. In the last year of service a brother receives the full twelve payments.

The Ordinary, on the recommendation of the Stipend and Benefits Committee, authorizes all stipend and benefit amounts. This committee is appointed by the Ordinary, on the recommendation of the Delegate for Religious.

Medical

The parish or institution employing a brother for full-time or part-time service is to pay over the twelve-month period an amount agreed upon annually toward the cost of hospital visits and medical insurance.

Retirement

An amount agreed upon annually will be paid toward the retirement of any brother serving the parish or institution on a full-time basis. Brothers serving part-time receive a retirement amount pro-rated according to service time.

Housing

A. Active Brothers

The parish or institution is responsible for providing a housing allowance for each brother who shares in its apostolate. The amount of this allowance is determined on an annual basis and included in the amount of the base stipend.

B. Retired Brothers

In recognition of their years of service, retired brothers, that is, those who did receive compensation for ministry, and who live in convents, are not required to pay rent.

When a convent closes, retired brothers of that convent who wish to remain in the geographic area may reside rent-free in another parish convent with the agreement of the pastor, the major superior and the local community.

C. Change in the Use of a Parish Building

When the purpose of a parish building becomes a serious concern due to spatial needs or finances, or because of the number of the brothers living there, the Pastor/Administrator or the congregational leadership may initiate dialogue concerning the future use of the building. A rent increase or change in the terms and conditions of a brother's living arrangements in property owned by the parish or the Archdiocese should be discussed with the major superior of the religious community. The Delegate for Religious is available to initiate the conversation with the religious community.

Transportation

The parish or institution is responsible for providing transportation that is required for ministry. Financial arrangements for the use of a car should be made with the major superior of the religious community and the pastor/administrator of the parish, school or Archdiocesan-related institution. When the parish or institution provides an automobile, the religious community assumes the cost of the personal or congregational business of the brother. When a brother uses other means of transportation for her ministry, the parish or institution reimburses the congregation for actual costs.

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For Parishes, Agencies and Institutions

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Rent	<u>\$3,775.70</u>	<u>\$314.64</u>
Stipend & Rent	<u>\$37,916.09</u>	<u>\$3,159.67</u>

Procedure for payment of rent (housing allowance)

- Brothers who live in a rectory, other than retired brothers, pay rent to the parish. This can be done on a cash basis or by a bookkeeping entry.
- Unless a bookkeeping arrangement has been previously agreed to with the pastor, rent will be paid the first day of each month by those living in a rectory
- The rent beginning July 1, 2018 for fiscal year 2019 will be \$314.64 monthly.

* The medical benefit is intended to reflect the actual costs for men under the age of 65 up to a maximum of \$19,484.83 in FY 2019. The costs for brothers both under and over the age of 65 varies among congregations.

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