|  |  |  |  |
| --- | --- | --- | --- |
|  | **PARISH:** |   |  |
|  | **CDF PRESBYTERY ACCOUNT NUMBER:** |   **HALF YEAR ENDING:** |  |
|  |  |  |  |  |
|  | **INCOME** | **$** |  |
|  | Offertory Collections |   |  |
|  | Dues |   |  |
|  | Stole Fees |   |  |
|  | Interest |   |  |
|  | Other Income |   |  |
|  | **TOTAL INCOME** |  | A |
|  |  |  |  |  |
|  | **EXPENDITURE** | **$** |  |
|  | Presbytery Expenses  | Maximum $6000 per priest in full time residence |   |  |
|  | Gross Stipends  | Totals only - Details next page |   |  |
|  | Supply Stipends | Totals only - Details next page |   |  |
|  | Clergy Retirement Foundation | 5% of total income |   | \*1 |
|  | Archdiocesan Sustentation  | 20% of total income |   | \*2 |
|  | Long Service Leave Provision | $250 per incardinated priest |   | \*3 |
|  | Sabbatical Leave Provision | $250 per incardinated priest |   | \*4 |
|  | Donations | Archdiocesan Clergy Remuneration Fund |   | \*5 |
|  | **TOTAL EXPENDITURE** |  | B |
|  |  |  |  |  |
|  | **Total Income and total expenditure should be equal.** | **0.00** | A-B |
|  | **If cheques are enclosed, please do not complete the table below.** |  |
|  | **Amounts listed below will be automatically debited from the presbytery account** | **$** |  |
| \*1 | Clergy Retirement Foundation (5% total income) |   |  |
| \*2 | Archdiocesan Sustentation Fund (20% total income) |   |  |
| \*3 | Archdiocesan Clergy Remuneration Fund (LSL) |   |  |
| \*4 | Archdiocesan Ecclesiastical Education Fund (Sabbatical Leave) |   |  |
| \*5 | Archdiocesan Clergy Remuneration Fund (Donation) |   |  |
|  |  |  |  |  |
|  | **Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |   | **Date:\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |

**PASTORAL REVENUE ACCOUNT EXPENDITURE BREAKDOWN**

The Council of Priests set the **stipend** at $19,000pa.

The **housekeeping** amount is set to a maximum of $12,000pa for each priest/co-ordinator in full-time residence.

The table below can be used to itemise the individual stipends. The totals are then to be displayed in the table on page 1 of this Return.

In most cases, payment of stipends, PAYG and Superannuation is managed by automatic direct debit through the Archdiocese. This process is supported by the Archdiocese for its transparency and simplicity and the clergy are encouraged to adopt it.

When calculating the Gross stipends for clerics, please appreciate that Personal Superannuation and PAYG are part of the Gross Stipend.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Cleric or Pastoral Associate** |  |  |  | (Transfer totals to page 1) |
| 1. **Stipend when paid into personal CDF (or otherwise bank) Account and then have Personal Super and PAYG deducted from that account**
 |  |  |  |  |
| 1. **Stipend when Personal Super and/or PAYG is deducted from Pastoral Revenue Account.**

**a. Personal Super****b PAYG Tax**  |  |  |  |  |
| 1. **Gross Stipend**

 |  |  |  |  |

**SUPPLY STIPENDS**

The table below can be used to itemise individual casual and holiday supply stipends. The totals are then to be displayed in the table on page 1 of this Return.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Cleric** |  |  |  | **Total**(Transfer to page 1) |
| 1. **Holiday Supply** |  |  |  |  |
| 2. **Casual Supply** |  |  |  |  |
| **Total Supply Stipend** |  |  |  |  |

**ARCHDIOCESAN SUSTENTATION STATEMENT**

**SUSTENTATION,** payable half-yearly by the end of January and July, is computed on the basis of a standard 20% of total income received during the six months ending 31st December and 30th June respectively.

**CLAIM FORM**

* The Clergy Remuneration Fund is managed by the Clergy Care Board [CCB] of the Archdiocese. The CCB will ensure that each priest is brought up to the standard remuneration each half year if the Parish Pastoral Revenue Account is unable to pay the full amount.
* In June 2013, the CCB, in conjunction with the Archdiocesan Consultors and Administrator, set a total minimum remuneration of $15,500 for a half year. This comprises $6,000 for living allowance (housekeeping and living expenses) and $9,500 as the half year standard stipend. The levy for the Clergy Retirement Foundation is an obligatory amount of 5% of the total income of each parish and $250 per priest each half year towards Long Service Leave and $250 per priest towards Sabbatical Leave.

If you are making a claim on the Clergy Remuneration Fund, please complete the following schedule.

*(Use amounts as stated on your actual Return Form - see front)*

|  |  |  |
| --- | --- | --- |
|  | **DETAILS**  | **AMOUNT** |
| **1** | **Actual nett Stipend you received** |  |
| **2** | **PLUS Superannuation**[Either paid out of your personal a/c or the Pastoral Revenue A/c] |  |
| **3** | **PLUS PAYG tax**[Either paid out of your personal a/c or the Pastoral Revenue A/c] |  |
| **4** | **Actual Gross Stipend you received** |  |
| **5** | **Housekeeping Allowance**[$6,000 entitlement] |  |
| **6** | **Grand total remuneration amount you received for the 6 month period** | **$** |
| **7** | **Total Remuneration Entitlement**  | **$15,500** |
| **8** | **Nett Claim** *[7 less 6 above]* |  |

**Date: Signature:**

**NOTE:** *Where there is a reasonable expectation, based on past precedent, that a claim will be made, the CCB and the Catholic Development fund can make arrangements for the cleric to receive his monthly stipend with adjustment of the Parish Pastoral Revenue Account being settled jointly on a six monthly basis.*

|  |
| --- |
| **Office Use Only**Received……………..…….Recommended ………………….…………Decision………………..……… |