

FINANCIAL ISSUES

BENEFITS

INSURANCE

- ◆ NAMB provides insurance for mission personnel.
- ◆ Mission personnel are required to cover the monthly cost of medical and dental insurance.
- ◆ This monthly amount (approximately \$20-30) is deducted from the amount NAMB contributes toward the salary of the US/C2 missionary. US/C2 missionaries should note this process when calculating budgets.

MOVING EXPENSES TO AND FROM THE FIELD

- ◆ See "[Relocation Guidelines](#)," NOTE: Should a US/C2 missionary decide not to complete his or her two-year commitment and leave the field early, moving expenses from the field will not be reimbursed.

FOOD, HOUSING, AND UTILITIES

- ◆ An allowance for food, housing, and utilities is provided, based on local cost of living.

LOCAL TRANSPORTATION AND OPERATIONS

- ◆ Operating expenses, including local transportation, is covered by the local mission field.

SCHOLARSHIP

- ◆ A \$500 Scholarship is provided for the primary worker at the completion of the two-year term.
- ◆ Must be requested within six months of service completion date.
- ◆ Scholarship will be sent to the institution of higher learning of his or her choice.
- ◆ Student must be able to begin classes no later than 12 months after service completion date.
- ◆ To receive a scholarship, the US/C2 missionary must send a copy of the letter of acceptance to US/C2 Manager at NAMB.
- ◆ Name and address of the person at the institution to whom the check should be mailed should be included.
- ◆ The scholarship may also be used to obtain certificates or licenses in order to gain employment following US/C2 service.

SEVERANCE PAY

- ◆ Primary workers receive \$50 of severance pay per month served. Severance pay is given as one lump sum at the completion of the two years of service. (NOTE: spouses appointed in the family and church category are not eligible for severance or scholarship.)
- ◆ **If the US/C2 missionary leaves the field prior to the two-year commitment, all of above benefits are forfeited.**

OTHER EMPLOYMENT

Appointed mission personnel are expected to serve on a full-time basis in the assigned missionary role, and **are not permitted to have other employment**. There may be occasions where involvement in another position would enhance the missionary's service. Such positions **MUST** be approved by the individual's supervisor. Spouses of primary workers may choose to work outside the home in employment that does not damage their Christian witness or reflect negatively on NAMB.

PURSUING ADDITIONAL EDUCATION

Appointed mission personnel are expected to serve on a full-time basis in the assigned missionary role and are not permitted to attend school full-time. One or two courses for additional study may be considered with the approval of the supervisor. Approval must be given in advance of enrolling in educational institution.

FINANCIAL GIFTS

Appointed mission personnel are not permitted to solicit funds for their personal benefit. However, if individuals or churches who voluntarily and on their own initiative desire to send gifts to them, they are permitted to receive and administer them as the donor designates. Care should be taken to express appreciation for gifts. In most cases, gifts are taxable when given by individuals directly to missionary.

HONORARIA

Appointed mission personnel are not permitted to seek honoraria to supplement salary income. Appointed mission personnel may keep unsolicited honoraria or offerings. Generally, amounts paid as honoraria are taxable, although travel and other expenses for an engagement should be taken from the honoraria.

TRANSPORTATION AND OPERATIONAL COSTS

Cost of local transportation and operational costs are expenses assumed by either the local field of service or the state convention.

If a car is required in order for the US/C2 missionary to fulfill his or her assignment, the local field is responsible for covering insurance on the car while the US/C2 missionary is serving. The local field is also responsible for either reimbursing the US/C2 missionary for gasoline or for payment per mile driven for ministry purposes.

DEBT/STUDENT LOANS

The salary package for US/C2 missionaries is designed to provide all costs of living on the field. It is not adequate to pay off substantial debt. The prospective US/C2 missionary must make provisions before being appointed to insure that all debts will be paid before starting their term of service or for making arrangements so that payments will not be delinquent during their term of service.

Some student loans may be deferred until after the two years of missionary service. Prospective US/C2 missionaries should inquire with the lending agency that gave the loan to see if deferment is an option. NAMB will provide a letter of employment if needed to defer the loan.

If the prospective US/C2 missionary has substantial debt and provisions can not be made to insure payments will be made on time during the two-year term, the prospective US/C2 missionary may be asked to wait until the debt is more manageable before serving.

TAXES

SOCIAL SECURITY

Participation in Social Security is mandatory by federal law. Social Security taxes will be deducted from payroll checks of appointed mission personnel. The organization issuing the payroll check pays an equal amount on behalf of appointed mission personnel. The rental value of housing or a housing allowance provided for appointed mission personnel must be reported as income for the purpose of computation of Social Security taxes. **By federal government definition, the employer is the entity that writes the salary check for the missionary. In some cases that is the State Convention, in others it is the local association, Baptist Center, or church.**

FEDERAL INCOME TAXES

All U.S. citizens must file federal income tax returns unless they qualify for exemption under certain conditions.

All appointed mission personnel must report as taxable income monies paid to them, or on behalf of them, for housing. If a house or apartment is provided, the amount must be estimated.

All appointed mission personnel must file Form W-4 with the office issuing the payroll check before the first pay period.

STATE INCOME TAX

Appointed mission personnel are responsible for proper reporting of taxes in their state of residence. NAMB will withhold State Income Tax for those paid directly by NAMB and living in Georgia. Checks issued by other employers will have State Income Tax withheld as persons file proper withholding agreements with their business offices.

LOCAL INCOME TAX

Appointed mission personnel may be subject to local city taxes on wages and salaries if their cities impose such taxes. Local supervisors will supply necessary information concerning withholding agreements and tax payments.

NOTE: The local supervisor is responsible for making sure that all tax regulations and tax laws, federal, state, or local, are complied with.

INSURANCE

OBJECTIVES

Consistent with the biblical principles of love and good stewardship, the objective of the North American Mission Board is to offer benefits that provide for basic preventative healthcare, major medical healthcare, and financial protection against serious financial exposure related to illness or injury.

ELIGIBILITY

Upon appointment by the Missionary Personnel Committee of the Board of Trustees, NAMB makes benefits available to US/C2 missionaries. Eligible dependents may also be covered under NAMB benefit plans. Benefits begin on the day of appointment, provided that enrollment forms are completed and returned within 30 days of the appointment date. US/C2 missionary will receive information regarding benefits 30 days prior to effective date.

Monthly Insurance Premium

Although NAMB provides insurance for mission personnel, US/C2 missionaries are required to participate in the cost of their medical coverage by paying a monthly premium. This amount is determined by the plan selected prior to effective date. Money for the cost of insurance is included in the amount NAMB contributes toward the salary of the US/C2 missionary AND **is automatically deducted each month.**