

HOUSING ALLOWANCE WORKSHEET

Minister is Living in a Parsonage
Owned or Rented by the Church

Minister's Name _____
For the period _____,20 to _____,20
Date Approved _____,20

Allowable Housing Expenses (expenses paid by minister from current income)

| | <u>Estimated Expenses</u> | <u>Actual Expenses</u> |
|--|-------------------------------|----------------------------|
| Utilities (gas, electricity, water) and trash collection | \$ _____ | \$ _____ |
| Local telephone expense (base charge) | _____ | _____ |
| Decoration and redecoration | _____ | _____ |
| Structural maintenance and repair | _____ | _____ |
| Landscaping, gardening, and pest control | _____ | _____ |
| Furnishings (purchase, repair, replacement) | _____ | _____ |
| Personal property insurance on minister-owned contents | _____ | _____ |
| Personal property taxes on contents | _____ | _____ |
| Umbrella liability insurance | _____ | _____ |
| SUBTOTAL | _____ | _____ |
| 10% allowance for unexpected expenses | _____ | _____ |
| TOTAL | \$ <u>_____</u> | \$ <u>_____</u> (B) |
| DESIGNATED/APPROVED HOUSING ALLOWANCE | | \$ <u>_____</u> (A) |

Note 1: The amount excludable from income for federal income tax purposes is the lower of **(A)** or **(B)**

Note 2: IRS regulations state the amount excludable as a housing allowance is the lower of actual expenses or the rental value of the house plus utilities and furnishings.