

Financial Modifications during Partnership Building

Missionaries who come to the states for partnership building should expect and plan for some changes to their finances. The frequency and length of stay depends on the individual needs of the missionary's situation and is approved by their AD. Missionaries are expected to spend twelve (12) months in a 60 month period involved in partnership building. We want to help you prepare for the financial changes that will occur.

Salary Changes – Your salary and service increment will continue during home assignment, there is no change. If you receive GSD (Goods & Services Differential) it will cease during partnership building. GSD is a component of your salary to help equalize the spending power between your field and the states. Since you will be in the states the GSD will not be needed during this time. If you leave the field on the 15th of the month or before, your GSD will not be paid for the departure month. If you leave the field after the 15th of a month you will receive GSD for the departure month. The reverse is done for the return date. If you return to the field on the 15th of the month or earlier, you will receive GSD. If you return after the 15th of the month you will not receive GSD. However, if your home assignment is two (2) months or less GSD will not stop.

Housing - The standard housing allowance during partnership building in the states is \$500 for an individual, \$800 for a couple, and \$850 for a family. If you plan on staying with family or friends you can reduce the request for the housing allowance. The housing allowance should cover rent, utilities, insurance, and any other expenses associated with housing. If you feel the standard allowance is insufficient due to the area you will be staying a discussion with your AD will be necessary. If the AD feels additional allowance is needed then the AD can approve an additional amount to the allowance. You should be cautious and stay within the amount that was budgeted for housing in your partnership building portion of the MSA budget. However, if your home assignment is two (2) months or less housing will not be paid.

The payment of housing will be paid in the same principle as GSD using the 15th of the month as a cutoff. You will receive partnership housing if you depart the field on the 15th of the month or earlier but not if your departure is after the 15th of the month. If the return date is on the 15th of the month or earlier you will not receive housing for that month and if the return date is after the 15th of the month you will receive housing. The method of payment, either through an expense report or payroll, will need to be communicated to the finance department.

Transportation – The transportation costs associated with the partnership activity should be built into your partnership budget. These items would include the airfare, auto expenses of either gas or mileage, or need for a rental car.

Partnership building expenses should be submitted on an expense report at least once a month with attached scanned receipts. The expense report is a digital, interactive form so you can enter the dates, explanations, and amounts directly into the form and email it to the home office with receipts attached.

If you need information on the balance at any time prior to departing the field or during the stay in the states it can be viewed on BI.

If changes in bank deposits during the partnership building need to be made, let the Finance and Human Resources (payroll) Departments know so we can change the bank designations.