

 <p>ARCHDIOCESE OF SAINT PAUL & MINNEAPOLIS</p>	Issued Date: 8/9/2021	Number: 316
	Subject: Residence Policy - For Priests and Seminarians	
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	Reference:	
Archbishop Signature: <i>+ Bernard A. Hebba</i>		

Purpose

To clarify who is allowed to reside in a [Parish Rectory](#) and to indicate the expectations for priestly residence in general.

Policy

I. PRIESTLY RESIDENCE IN GENERAL

- 1) Generally, priests and seminarians assigned to parochial ministry are to reside in a [Parish Rectory](#). Priests and seminarians assigned to non-parochial ministry within the [Archdiocese](#) are to reside in the [Institution Provided Housing](#), or at a [Parish Rectory](#) as directed by the [Archbishop](#), unless some other provision has been approved in writing by the [Archbishop](#) (for priests) or the rector of the seminary (for seminarians).
- 2) A [Parish](#) providing housing to a priest who is not assigned to that [Parish](#) is not required to obtain approval from the [Parish Corporate Board](#) (or a [Proxy](#)) for such an arrangement.
- 3) Food, laundry, internet, cable TV, household help, etc. shall be provided by the [Parish](#) or institution for those priests living in [Parish Rectory](#) or [Institution Provided Housing](#). Priests not living in the [Parish Rectory](#) or [Institution Provided Housing](#) will be reimbursed for the above expenses according to the Annual [Compensation Schedule for Clergy](#).
- 4) To maintain equity among assigned priests and compliance with IRS obligations, [Parishes](#) or institutions shall not provide payments for priest's personal property.
- 5) A housing allowance or similar method of additional payment to a priest may not be provided as a form of supplemental salary or to offset unauthorized expenses.
- 6) [Pastors](#) who permit [Long-term Residents](#) other than priests to stay in a [Parish Rectory](#) must notify the [Parish Corporate Board](#) in writing.
- 7) Priests may not permit any person to reside or stay overnight at a [Parish Rectory](#) or [Institution Provided Housing](#) if to do so would have the appearance of, or give rise to, scandal under Canon Law or a violation of the [Code of Conduct](#) for [Clergy](#).

- 8) [Minors](#), unless they are relatives of one of the assigned residents, are not permitted to stay overnight in a [Parish Rectory](#) or [Institution Provided Housing](#). [Minors](#) may never share the same sleeping room with a priest or seminarian.
- 9) Retired priests may reside at the Byrne Residence, in a [Parish Rectory](#) or [Institution Provided Housing](#), or in housing they arrange. This policy applies to all of those living arrangements.
- 10) Priest residents in a [Parish Rectory](#) or [Institution Provided Housing](#) are encouraged to make an inventory of any personal property of value and have this inventory on file at the [Archdiocese](#). This will facilitate a claim in the event of any loss or destruction of personal property.
- 11) Priests who are residents of a [Parish Rectory](#) or [Institution Provided Housing](#) are responsible for paying for all damage caused by themselves, their pets, and visitors.

II. ALTERNATIVE RESIDENCES FOR PRIESTS

- 1) Any proposal by a priest assigned to a [Parish](#) to use a residence other than the [Parish Rectory](#) or [Institution Provided Housing](#) must receive the unanimous approval of the [Parish Corporate Board](#). The proposal for an alternative residence must be submitted in writing to the [Vicar General](#) and must include: a) the location of the residence; b) arrangements for availability by telephone or other means; and c) financial arrangements.
- 2) Approval of an alternative residence will be based on consideration of the Pastoral needs of the [Parish](#) including the proximity of the proposed residence to the [Parish](#).
- 3) Financing for the residence must be arranged in consultation with the [Parish Finance Council](#) and the [Parish Pastoral Council](#), and, in the case of a [Parochial Vicar](#), with approval of the [Pastor](#). Financing by a [Parish](#) or institution for an alternative residence is not to exceed the amount established in the [Compensation Schedule for Clergy](#). Exceptions require written approval from the members of the [Parish Corporate Board](#) and must be included in the request for an alternative residence.
- 4) A priest who lives in an approved alternative residence is subject to the general policies on priestly residence that apply to a [Parish Rectory](#) or [Institution Provided Housing](#).