



KINDLE THE FLAME[®]

Lynette Hagin's  Women's Conference

Not
your average
women's
conference

**September
22-24, 2016**

On the Rhema USA Campus
Broken Arrow, Oklahoma



Planning
Guide

To the Group Coordinator ...

I want to thank you for helping the ladies of your church attend *Kindle the Flame 2016*! Your role is so important. You're getting the word out, planning the details, and keeping the group unified and organized. I know it's going to take some hard work on your part, but it's worth it! This is such a special conference—a time to hear from God, a time to be changed and set free.



To help make your job as easy as possible, we've created this planning guide to lead you through the next several months. As you start planning, don't forget to also start expecting. You and your church ladies won't leave *Kindle the Flame* the same way you arrive!

In His Love,

Lynette Hagin

PS. As you plan, remember what a blessing this is to your pastor or your pastor's wife. She also needs times of ministry and refreshing. And by taking on this responsibility, you are freeing her up to hear from God clearly—to receive all that He has for her individually and for the church. Thank you!

The Benefits

FOR YOU . . .

- › **Time Away.** Step back from the hustle and bustle of life. Return energized and rejuvenated!
- › **Time to Hear.** God has something for everyone. Hear what His Spirit wants to say to you.
- › **Time for Fun.** You'll laugh and you just might cry. But one thing is certain: you'll have a blast!
- › **Time to Get Practical.** We have workshops designed with you in mind.
- › **Time to see the New Features** we've added.

FOR YOUR GROUP . . .

- › **Create unity.** It's no secret . . . when we work together, we're able to accomplish so much more, not only in our families but in our churches.
- › **Enjoy late-night hotel talks and fun.** Isn't that what we girls do best!?!
- › **Share ministry time within your group.** You'll have the opportunity to get together after services and share how God has ministered to each one of you.
- › **Take advantage of special seating (limited availability) and registration perks** for groups of 15 or more. That's right . . . you'll avoid those long lines!
- › **Build a support group.** We all need help at times. The relationships your group develops at KTF will see them through difficulties for years to come.
- › **Fellowship over delicious luncheons.** You'll get to meet ladies from all over the U.S. and around the world—and eat delectable desserts!

Let's Plan!

“Write the vision, and make it plain.”

—Habakkuk 2:2 (ASV)

THINGS TO DO IN MAY

- Mark your calendar for *Kindle the Flame 2016*—September 22–24.
- Begin announcing the conference to the ladies in your church.
- Visit rhema.org/ktf, click on Bring a Group, and look for the Group Coordinator Tools to download and print flyers, posters, and bulletin announcements as they become available.
- Meet with your pastor or pastor’s wife and set dates to meet with the ladies in the church.
- Hold a meeting for ladies interested in attending *Kindle the Flame*.

At the meeting:

- 1. Show the video invitation from Rev. Lynette Hagin on the *Kindle the Flame* website in the Bring a Group section.
- 2. Talk about the benefits for the ladies individually and for the group as a whole. (See page 3.)
- 3. Reproduce and distribute the Budgeting Worksheet for Individuals. (See page 7. The Worksheet is also available on the *Kindle the Flame* website.) Help each lady estimate her total *Kindle the Flame* trip cost. Encourage all of them to start saving toward their goal.
- 4. Brainstorm ways each of the following issues can be resolved for your ladies.*

—“I don’t have child care.”

—“I don’t know what I will be doing at that time.”

—“I don’t have the finances.”

*Be sure to visit our Group Coordinator Tools section on the *Kindle the Flame* website to help you answer these questions and others. You’ll find this section when you click on the Bring a Group category on the first page.

- 5. Begin praying for *Kindle the Flame 2016*. Pray for each of your ladies and for all those who will attend. Be led by the Holy Spirit!
- 6. Start a signup sheet for the ladies who plan to attend.
- 7. If applicable, plan and set a date for the first fundraiser.

THINGS TO DO IN JUNE

- Set a date this month for your ladies to meet and continue praying for *Kindle the Flame*.
- Continue to encourage the ladies to save toward their goal.
- Hold a KTF fundraiser. (On the *Kindle the Flame* website, click on Bring a Group and look for Group Coordinator Tools to get fundraising ideas.)
- Register your group for *Kindle the Flame*.
 - Online: **rhema.org/ktf**
 - By phone: **1-866-312-0972**
 - By mail: Send your name, address, phone number, and email address to KTF 2016 Women's Conference, Kenneth Hagin Ministries, P.O. Box 50126, Tulsa, OK 74150-0126

*Please make your check or money order payable to Kenneth Hagin Ministries. (Cost is \$60 per person. Remember, this early bird price ends September 15.) Mailed registrations **must** be received by **Monday, September 19**.
- If your group has more than 15 ladies, email the entire list of names to **PartnerService@rhema.org**. We will have your materials prepackaged and ready for you to pick up.
- Continue with the savings plan.
- Make hotel reservations. Check out hotel discount information on our Web page.

THINGS TO DO IN JULY/AUGUST

- Remind those ladies with children to finalize their child care plans for the conference.
- Hold a second fundraiser, if needed.
- Finalize flights, if needed.
- Meet as a group and pray for *Kindle the Flame 2016*. Pray for speakers Lynette Hagin, Patsy Cameneti, Hailey Schurz and Brenda Thomas. Also pray for those who will present workshops.
- Encourage ladies to begin taking care of personal details related to being gone. (Secure days off from work, change dentist/doctor appointments, find someone to pick the kids up after school, and so forth.)

THINGS TO DO IN SEPTEMBER

Remind your ladies to:

- Begin selecting items to pack for the trip (clothing, toiletries, bling, and so forth).
- Finalize any child care needs.
- Plan meals for the family during the time you will be gone.
- Pack for the trip.

September 22–24—Attend KTF! We can't wait to see you here!

**EARLY BIRD
REGISTRATION**

Going On Now!

\$60

**REGULAR
REGISTRATION**

Begins September 16

\$65

Kindle the Flame 2016 Budgeting Worksheet for Individuals

ESTIMATED TRAVEL EXPENSES

Airfare _____

Car rental _____

Gas _____

Food _____

(Estimate the number of meals you'll purchase while traveling.)

At-Home Child Care Expenses
(if applicable) _____

Conference Fee
Early Bird—\$60
Regular—\$65

Hotel _____

Note: Call ahead to get rates and then break down the cost for two per room, four per room, and so forth. Visit rhema.org/ktf for a list of hotels in our area.

Spending Money _____

Other _____

TOTAL _____

Divide the total by the number of months you have to save. For example, if your total expenses are \$400 and you have four months to save, you will need to save \$100 per month.

Visit rhema.org/ktf, click on Bring a Group, and look for the Group Coordinator Tools to download a printable version of the Budgeting Worksheet.

*"You, Lord, keep my lamp burning;
my God turns my darkness into light.
With your help I can advance against a troop;
with my God I can scale a wall."*

—Psalm 18:28–29 (NIV)



**Have More Planning Questions?
We've got you covered!**

Just email Amanda at agregurich@rhema.org.

rhema.org/ktf