

*“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



SEPTEMBER 25-27, 2014

ON THE RHEMA USA CAMPUS
BROKEN ARROW, OKLAHOMA

Planning Guide

Not your average women's conference

To the Group Coordinator . . .

I want to thank you for helping the ladies of your church attend *Kindle the Flame 2014*! 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!

Kindle the Flame 2014 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 \$60 before 9/15
\$65 after 9/15

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.

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 2014*. Pray for speakers Lynette Hagin, Patsy Cameneti, Rhonda Rogers, and Lois Taucher. 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 25–27—Attend KTF! We can't wait to see you here!



The Benefits

FOR YOU . . .

- › **“Me” time!** *Kindle the Flame* is an investment in yourself. When you're strong, you're better able to give back to your family and church.
- › **God time.** You should expect to hear from God—to get answers to your questions. Sometimes it takes getting away from our everyday lives to hear Him better.
- › **Girl time.** This conference is your opportunity to build and strengthen relationships with ladies just like you.
- › **Practical, fun workshops.** You'll go home with creative ideas you can use.
- › **Refreshing.** You'll be re-energized.

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 2014*—September 25–27.
- 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 DVD invitation from Rev. Lynette Hagin included in this packet. (This is also available at rhema.org/ktf 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 online at rhema.org/ktf.) Help each lady estimate her total KTF 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 KTF website to help you answer these questions and others. Just go to rhema.org/ktf and click on Bring a Group.

- 5. Begin praying for *Kindle the Flame 2014*. 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. (Go to rhema.org/ktf, 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 2014 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 14.) Mailed registrations **must** be received by **Friday, September 12**.
- If your group has more than 15 ladies, email the entire list of names to PartnerService@rhema.org. You’ll receive special registration and seating at the conference!
- Continue with the savings plan.
- Make hotel reservations. Check out hotel discount information on our Web page.