



# GETTING LAUNCHED GUIDE

*Your guide to launching  
a College of Prayer Campus.*



# Welcome to the world of the College of Prayer!



Fred A. Hartley, III  
President

The College of Prayer International is more of a movement than a program; more of an organism than an organization. We are fueled by a compelling vision: To reach a lost world through a revived church. In order to accomplish this, we mentor, train and equip leaders, which begins with the Servant Leadership Team (SLT) of your developing campus.

This *Getting Launched Guide* is designed to provide the SLT with practical resources to help launch a healthy campus of the College of Prayer in your area.

If at any time you have questions, your Regional Director stands ready to assist and mentor you along the way. The samples of promotional and module materials should be used as a guide to help create the pieces you need for your upcoming module. If you would like the original source files, please visit [www.collegeofprayer.org/get-launched](http://www.collegeofprayer.org/get-launched).

For a more detailed overview of the College of Prayer International vision, objectives, distinctives, core values and specific roles and duties of an SLT, please reference the *Manual of the College of Prayer International*.

Be courageous!

A handwritten signature in black ink, appearing to read 'Fred +', with a stylized cross-like mark at the end.

Fred A. Hartley, III  
President

# STANDARDS FOR A HEALTHY CAMPUS

## STRONG SERVANT LEADERSHIP TEAM

When we refer to a campus of the College of Prayer, we are not referring to a physical building. We are referring to a group of people committed to a common vision. We do not own buildings, we train and mentor leaders. A campus of the College of Prayer is built on a strong Servant Leadership Team (SLT).

1. An SLT is made up of at least 3-5 members who are committed to the College of Prayer International vision and core values (see our *Manual*) and have the influence to gather at least 50 people for three years of study and interaction at a campus using the three-year curriculum.
2. The SLT should be made up of at least two pastors along with women, men, business and youth leaders.
3. These leaders must be committed to crossing denominational, generational, political, racial and gender barriers to bring unity to the Body of Christ in a region.
4. They meet in-person at least twice in-between modules to pray and plan.
5. Every member is required to have a Prayer Shield (see Appendix) and each member consistently prays for each other.

## GOD-ENCOUNTERING MODULES

The College of Prayer provides a safe environment for pastors, their spouses and other Christian leaders (anyone hungry for more of God) to come together for two or three days, two or three times per year over a three year period at gatherings we call modules. Each campus:

1. Holds **at least** two modules every year.
2. Follows the College of Prayer format that emphasizes fullness and fulfillment and includes the three key components of intercession, instruction and interaction (for a more detailed explanation, please see our *Manual*).
3. Has an Upper Room God-encountering environment of prayer, worship and ministry.
4. Follows the three year core curriculum of the College of Prayer.
5. Experiences elements of high worship, deep repentance, freedom from sin and demonic strongholds, filling of the Holy Spirit and empowerment for ministry.

## COMMUNICATING REGULARLY

Each campus:

1. Submits an Annual Accreditation and Financial Report to their Regional

Director by December of each year (see Appendix).

2. Communicates at least every three months with their Regional Director.
3. Checks-in with the International Office a month before each module to see if there is anything that needs to be communicated to their local campus.
4. Connects their local campus attendees to the broader work of what God is doing through the College of Prayer International to build praying people and praying churches around the world.

## FINANCIALLY RESPONSIBLE

Each campus:

1. Is financially self-sustaining.
2. Submits a yearly Financial Report to their Regional Director (part of the Annual Accreditation Report).
3. Tithes to the College of Prayer International after each module. We refer to this as an Allocation Fee which is 10% of the campus registration income.

*"I wasn't sure what to expect from attending the College of Prayer. I knew that it would entail learning strategies that we could implement in our churches. However, I was blown away. We spent hours in God's presence. He was in control of the agenda. There was more time spent in prayer than anything else. I appreciated the leadership team's sensitivity to God's leading."*



Brandon, MS Campus

# MODULE CHECKLIST

The following schedule contains the minimum “weeks out” that should be used when planning a module. All efforts should be made to plan dates and topics even further out in advance if possible, and to communicate all dates to your Regional Director and to the International Office.

## 16-20 WEEKS OUT

- Meet with SLT to pray and discuss the upcoming module agenda. Take time to discuss any questions or concerns.
- Secure venue and speaker(s). Feel free to use the Approved Speakers List (see Appendix) or consult with your Regional Director.
- Finalize the registration cost for the upcoming module and provide details to the International Office so we can set up an online registration form for you (some campuses choose to handle this on their own).

## 12 WEEKS OUT

- Complete and print brochures/flyers/postcards/bulletin inserts and begin distributing to key contacts and churches. This should include mailing information to key leaders and providing area churches with information so they can begin promoting the module at least 8 weeks out.
- Submit all information to our International Office for website posting on the Events page. You can submit module details online. A link is located at [collegeofprayer.org/getlaunched](http://collegeofprayer.org/getlaunched). If you have any trouble, please call us at (770) 829-0122 or email [contact@collegeofprayer.org](mailto:contact@collegeofprayer.org).
- Provide the International Office with any new email addresses for your campus email list and send details to our office ([contact@collegeofprayer.org](mailto:contact@collegeofprayer.org)). This will allow us to send out an email to your campus list with information on the upcoming module.
- Finalize expenses including meals, snacks, venue rental, speakers, etc.
- Secure your worship team.

## 8-10 WEEKS OUT

- Send out first email blast. The International Office can do this for you (see Promotional Materials).
- Follow up with area churches that might promote the event.
- Finalize your GAP Group Leaders and provide any necessary training.



The International Office can send out all promotional emails to your campus upon request.

## 6 WEEKS OUT

- Send out second email blast.
- Call and/or meet with key contacts.

## 4 WEEKS OUT

- Send out third email blast.
- Finalize catering needs.
- Make sure churches are including it in their Sunday bulletin and pre/post-service media announcements.
- Check your stock of the following: College of Prayer pens, bookmarks and other resources. Contact the International Office for any resources you need and to find out about specific projects, resources and testimonials that should be shared at the module. We offer product discounts to our campuses that you can then sale at a Resource Table.

## 2 WEEKS OUT

- Send out fourth email blast.
- Meet with SLT to pray and finalize preparations.
- Continue networking with other church leaders.

## 1 WEEKS OUT

- Send out fifth and final email blast.

## AT THE MODULE

- Make sure to pass out information for the next module if possible, or at least present the dates.
- Present the larger vision of the College of Prayer International and what God is doing around the world. The International Office can provide videos, testimonies, brochures, etc. Encourage people to get involved by joining our prayer team, going on a trip (pastors only), and/or becoming a monthly financial partner.
- Collect Evaluation Forms (see Module Materials) and donations at the end. Generally, we would like to work with you on a specific project we are raising funds for, such as a Regional Summit taking place in another country or a campus launch taking place in a Persecuted Church region.
- At the beginning of each break, promote an available resource. Items should include School of Prayer Small Group Series, Everything by Prayer, Prayer on Fire, God on Fire and other resources you have available or that

*"The College of Prayer was what I had hoped – a time of personal revival. It deepened my prayer life and personal worship of God. [My wife] and I have always had individual devotions and occasionally prayed together as needs arose. But now we are praying together each night. Sometimes we need a little push to form new disciplines and the College of Prayer helped do that."*

can be purchased on the website. All of these resources are available at discounted rates to each campus.

- Have daily briefings with your SLT. What is God saying? Do we need to adjust? etc.

## 1 WEEK AFTER

- Meet with SLT to debrief, pray and prepare for next module.
- Submit a report to International Office as well as any donations and the your final registration list. It is most important that you carefully indicate on the list those who are pastors, as we want to steward our relationship with pastors and their churches responsibly.

*"This [College of Prayer] is an answer to my prayer. I was telling the Lord recently, 'I want to know You more but I have a lot of responsibilities.' I was asking God, 'Is there a place we can meet alone.' Then I found out about this. I told the Lord, 'I need a change, something new from You.' Now I am different. God has changed me and touched me. Inside I have a great joy in me."*



Atlanta, GA Campus

# MODULE PREPERATION CHECKLIST

- ☐ Place banners and signage (including directional signage). If your campus would like to order, our International Office can help.
- ☐ Set up Resource Table (make sure to check your inventory levels several weeks in advance).
- ☐ Set up Registration Table. It's beneficial to have 3 sections at the Registration table: Pre-Registered Last Name A-M; Pre-Registered Last Name N-Z; Onsite Registrations.
- ☐ Cash box.
- ☐ College of Prayer pens.
- ☐ Module Curriculum Notebook.
- ☐ Email pre-registrants with directions.
- ☐ Be prepared to announce the date for the next upcoming module.
- ☐ Print out registration list (at least 3 copies).
- ☐ Print name tags.
- ☐ Print agendas.
- ☐ Print Evaluation Forms.
- ☐ Print GAP Group table-top cards. Each GAP Group should have a number and registrant should be assigned to a group.
- ☐ Check with the International Office for any announcements that need to be made.
- ☐ Have all presentation slides and/or videos ready.
- ☐ Set up chairs in semi-circle or complete circle.
- ☐ Have Response Envelopes ready for an offering.
- ☐ Verify final head count with any caterers.



# MODULE RATE STRUCTURE

The following is to provide a general overview of expenses a campus can expect to incur, which in turn should determine their pricing structure. However, there are other ways to help reduce your costs, such as using local speakers, taking up donations/offerings to help offset costs, not paying for the venue rental, etc. In some cases, local churches might work together to cover all of the expenses, and therefore the campus charges attendees very little, if anything.

## OVERHEAD COSTS

Outside Speaker/Facilitator: Costs average around \$1,500 including honorarium, meals, housing and travel. We suggest providing around \$125-\$150 *per session* for an outside speaker honorarium.

Worship Team Honorarium: Often this is done for free by a local worship team, but we suggest trying to provide at least \$100 per day, per team member. For four members, this might be around \$800.

Facility: \$250-\$500. This is approximate. In some cases you may have a relationship with a church that won't charge your campus.

Marketing: \$100-\$250. This might include printing bulletin inserts, a small brochure, mailing personal invitations, etc. *What is the College of Prayer?* brochures are available from International Office.

**Total overhead costs (on average) per module: \$2,650**

## DIRECT COSTS PER ATTENDEE

Meals: Approximately \$35 for 3 meals, snacks and drinks. Some campuses may choose to provide less meals.

Materials: \$5. This should include a pen, the curriculum notebook, module Evaluation Form, etc. A campus can order curriculum and pens from the International Office. Curriculum is about \$2 per book + shipping costs.

Allocation Fee: The Allocation Fee is 10% of all registration income tithed back to the College of Prayer International for worldwide ministry and support. This cost is directly proportional to the amount you charge a registrant (i.e. if you charge \$100, \$10 would be tithed back to the College of Prayer International). See below for more information on Allocation Fees.

**Total direct costs (on average) per module: \$40**

## BREAK-EVEN ANALYSIS

If the average overhead costs per module is around \$2,650 and the average

direct cost per attendee is \$40, then the following break-even is true:

25 = \$145 per attendee

50\* = \$95 per attendee (\*this is critical mass for a campus)

75 = \$75 per attendee

100 = \$67 per attendee

125 = \$62 per attendee

150 = \$58 per attendee

Based on the previous figures, your pricing structure should be based on the break-even. For example, if you expect around 50 people to attend, you should charge approximately:

Standard rate: \$115

Group and host church rate: \$105 (group rates are generally for 4 or more registering by a specified deadline.)

**These rates cover Allocation Fee's and all other pre-determined costs and build a margin of income.**

## ALLOCATION FEES

The Allocation Fee given to the College of Prayer International helps strengthen the support structure and contribute to the financial stability of the ministry for years to come. Every local campus and international ministry of the College of Prayer International is asked to tithe 10% of all registration income back to the central ministry.

The growing requests to plant new campuses and to provide for stronger support structure has become obvious. This support structure includes such items as video production, promotional material, mass-marketing, website, leadership training, translation, printing, centralized database and quality assurance. The strengthening of these strategic functions is essential in order to properly serve the growing College of Prayer family. While charitable gift income will continue to fund operations, the Board of Directors has affirmed that the tithe principle is a Biblical means of funding this support structure.

It is only fitting for those who will benefit from the work of the College of Prayer International support structure to be given opportunity to financially invest in it as well. Tithing steps into Kingdom alignment and brings the blessing of God throughout every level of this relational ministry. This principle was first demonstrated between Abraham and Melchizedek; it was mandated in the Mosaic law, reaffirmed by Christ, and practiced throughout church history. To put the tithe principle in simple terms, we

honor God's anointed by giving back 10% to God's appointed.

The first College of Prayer campus in Atlanta, Georgia has practiced this tithe principle since it began. Part of the reason it has enjoyed such longevity, vitality, and apostolic-pioneering blessing is because it has continued to observe this principle. We believe that calling for this tithe principle to be applied throughout the College of Prayer puts us in Kingdom alignment and as we honor this tithe principle, we will all be standing in the favor of God and under the provision of God.

Along with the Allocation Fee, there are times the International Office may ask your campus to take a special *Give Us the Nations* offering for a specific project or need. We will provide you with appropriate coaching and tools to steward this well, and, if possible, one of our leaders will be onsite to do this.

*"When I was informed of the College of Prayer I started thinking, 'I have been working for God for 35 years, what do I need to learn about prayer?' But what I have learned is unforgettable. I have learned how to really pray. I have learned forgiveness. I have learned I have had obstacles in my prayer life. I came 'with a high position' but God has humbled me. I have forgiven others and now I am free!"*



Salem, India Campus

# PROMOTIONAL MATERIALS

## Sample Bulletin Insert



Join churches from around Atlanta for the next gathering of the College of Prayer, **June 14-16, at New Mercies Christian Church!** The topic will be *"Lord, Teach Us to Pray!"*

**HEAR** relevant teaching from some of Atlanta's most respected pastors including Jesse Curney of New Mercies, Fred Hartley of Lilburn Alliance Church, Richard Haynes of Salem Missionary Baptist and William Harris of International Christian Fellowship.

**EXPERIENCE** powerful God-encountering prayer, high worship and spiritual renewal. **LEARN** to pray like Jesus. **FELLOWSHIP** with others from around the city. All are welcome to come! Don't miss this opportunity to unify our churches around Atlanta and experience personal and corporate revival as we seek God's heart for our lives, our families, our churches and our city.

**Schedule for June 14-16:**  
Thursday, 6:30 PM - 9 PM  
Friday, 9 AM - 8:30 PM  
(lunch & dinner included)  
Saturday, 9 AM - 12 PM

**Cost:**  
FREE!

**Location:**  
New Mercies Christian Church  
4000 Five Forks Trickum Rd.  
Lilburn, GA 30047  
770) 925-8600

The College of Prayer International has trained over 150,000 Christian leaders around the world and has over 600 campuses in more than 42 countries.

**To learn more, visit [collegeofprayer.org/events](http://collegeofprayer.org/events) or call 770-829-0122!**



## Sample Module Postcards

Front

## “LORD, AS CHURCHES, TEACH US TO PRAY!”

Join others from around Atlanta for the next module of the College of Prayer, **Feb. 28-March 1, at Salem Missionary Baptist Church!** Our focus will be **“Lord, As Churches, Teach Us to Pray!”**

**HEAR** relevant & practical teaching from some of Atlanta’s most respected pastors including Rev. Richard Haynes of Salem Missionary Baptist and Rev. Fred Hartley of Lilburn Alliance Church. **EXPERIENCE** powerful, God-encountering prayer, high worship, freedom and spiritual renewal. **LEARN** how to become a house of prayer for all nations. **FELLOWSHIP** with others from around the region.

<b>Schedule</b> Friday, Feb. 28: 1 PM - 8:30 PM <i>(dinner included)</i> Saturday, March 1: 9 AM - 4 PM <i>(lunch included)</i>	<b>Location</b> Salem Missionary Baptist <i>(Heritage Hall)</i> 4700 Church St. NW Lilburn, GA 30047 (770) 923-3936
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To register, visit [www.collegeofprayer.org/georgia](http://www.collegeofprayer.org/georgia)  
or call (770) 829-0122.





**FREE to attend!**

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## WHAT IS THE COLLEGE OF PRAYER?

### Our Purpose

The purpose of the College of Prayer-Atlanta Campus is to mentor, train and equip Christian pastors and leaders who will reach a lost world through a revived church. We are seeing lives ignited with the power and presence of Christ as we teach life-giving, God-encountering biblical kingdom principles on prayer.

We're here to **train** those who want to get back to the basics of where a vibrant Christian life filled with the presence of Christ starts. We're here to **mentor** those who are working too hard, and praying too little. We're here to **equip** those who desire tools to further their intimacy with the living God. All of this starts with a simple, but honest plea ... “Lord, teach us to pray!” (Luke 11:1)

The College of Prayer is for everyone who has desire for greater intimacy with God.

### Our Campus

At our campus you will enjoy extended times of prayer, worship, repentance, cleansing and renewal in addition to

life-giving teaching ... all in a two-day format. Best of all, we encounter the manifest presence of Christ together.

Become part of a bigger movement of what God is doing around the world to mobilize His Church, His people, back to prayer; to equip each of us, our families and our Churches to be a house of prayer for all nations.

### Who Can Attend?


The College of Prayer is a place where we cross denominational, gender, racial, political and generational lines. This kind of unity can only be found in the “Upper Room” as we learn to pray together.

Each module provides ministry to and equipping for all believers including church members, ministers, pastors, missionaries, intercessors and people who just want to know how to pray more effectively. God has called us to raise up a new generation of Christ-exalting, God-encountering leaders who know how to pray with purpose and power.




The International Office can send out all promotional emails to your campus upon request.

## Sample Module Email



# “LORD,



# TEACH US TO PRAY!”

## Join us at the College of Prayer in [Region]!

**{First Name},**

As the interdenominational walls come down through a mighty prayer movement, God is moving throughout the Philadelphia region. Over 30 churches from more than 6 denominations have been joining together at our modules! We are now completing our second year of the College of Prayer. Everyone is welcome to join in this move of God. **On April 8-9 we will be holding our fourth module at True Vine Church Community.**

The College of Prayer has a vision to mentor, train and equip Christian pastors and leaders to reach a lost world through a revived church. We believe that prayer is not the latest church growth program; rather, it is a way of life. **God is pouring out His Spirit to revive His Church all over the world. He is calling His Church to be a house of prayer for all nations!**

**Why should you attend?**

- Learn the foundation and importance of a healthy prayer life.
- Embrace a lifestyle of worship, prayer and ministering to God's presence.
- Develop life-long friendships forged in the Upper Room.
- Be refreshed and renewed through an encounter with Christ.

These can be  
ordered from our  
International Office

## What is the College of Prayer Brochure



### 2 Our Purpose

The purpose of the College of Prayer International is to mentor, train and equip Christian pastors and leaders who will reach a lost world through a revived church. We are seeing lives ignited with the presence of Christ one life, one family, one local church, one community at a time all over the world where we are teaching life-giving, God-encountering biblical kingdom principles on prayer.

We're here to train those who want to get back to the basics of where a vibrant Christian life filled with the presence of Christ starts. We're here to mentor those who are working too hard, and praying too little. We're here to equip those who desire tools to further their intimacy with the living God. All of this starts with a simple, but honest plea, "Lord, teach us to pray" (Luke 11:1)

While our primary focus is pastors and church leaders, the College of Prayer is for everyone who has desire for greater intimacy with God.

Armin Gesswein, the original visionary for the College of Prayer, used to say "Prayer is so major, we dare not minor it in any longer." What are you majoring in? No matter where you're at in your Christian journey, there's a place for you in the College of Prayer.



### Our Strategy

Our strategy is to create dynamic God-encountering prayer environments that provide a continuity of gatherings we call "modules" by establishing a "campus" which is committed to teaching our 3 years of core curriculum.

People are looking for substance and are hungry for an authentic spiritual life. As Christ taught His early followers, He is teaching many of us that the spiritual

reality we long for is found not in another conference, but at the throne of God.

It is not surprising that we have received hundreds of testimonies from grateful pastors and Christian leaders who tell us that they would have dropped out of ministry if not for the healing, freeing and refreshing impact of the College of Prayer. Our ministry has been useful in bringing spiritual renewal to tens of thousands of Christians around the world who attend our campuses.

"To say I enjoyed the College of Prayer this week would be an immense understatement. I loved it. It totally shook my world and revolutionized my prayer life."



### 4 What is a Campus?

The College of Prayer owns no buildings, so what is a campus? A campus consists of a Servant Leadership Team of at least 5 Christian leaders who are committed to the vision of the College of Prayer, with influence to gather 50 or more people 3 times each year, 3 days at a time, over a 3 year period.

Essentially, the same people return to a campus for at least 3 years, which leads to a deeper impact on one's life through extended accountability and interaction. This continuity allows for deep relationships to be fostered and life-changing principles to be embraced in a community setting.

At a campus you will enjoy extended times of prayer, worship, repentance, cleansing and renewal in addition to life-giving teaching. Best of all, we encounter the manifest presence of Christ together.

Each campus of the College of Prayer is part of a bigger movement of what God is doing around the world to mobilize His Church, His people, back to prayer; to equip each of us, our families and our Churches to be a house of prayer for all nations.



### What is Taught?

Our core curriculum is taken largely from the pattern Jesus used to teach His disciples how to pray in Luke 11. Teaching takes place by certified leaders within the College of Prayer and includes empowerment for your personal life, home life, work life and ministry as follows:

Year 1 — Lord, Teach Us to Pray  
Year 2 — Lord, As Families, Teach Us to Pray!  
Year 3 — Lord, As Churches, Teach Us to Pray!

The beauty of our curriculum is that it does not matter which year you begin — you can always get involved with a campus at any time and you will be tremendously blessed by the people, teaching and an encounter with Christ.

"I wasn't sure what to expect from attending the College of Prayer. I knew that it would entail learning strategies that we could implement in our churches. However, I was blown away. We spent hours in God's presence. He was in control of the agenda. There was more time spent in prayer than anything else. I appreciated the leadership team's sensitivity to God's leading."

### 6 Who Can Attend?

Each module provides ministry to and equipping for all believers including church members, ministers, pastors, missionaries, intercessors and people who just want to know how to pray more effectively. God has called us to raise up a new generation of Christ-exalting, God-encountering leaders who know how to pray with purpose and power.

We welcome those 18 and older at our campuses. Children and teens ages 5-18 can get involved in SureFire

Prayer, a ministry which teaches kids and families God-encountering prayer principles ([www.SureFirePrayer.org](http://www.SureFirePrayer.org)).

The College of Prayer is a place where we cross denominational, gender, racial, political and generational lines. This kind of unity can only be found in the "Upper Room" as we learn to pray together.

\* The Upper Room was a third place in Jerusalem where followers of Jesus congregated primarily following His ascension. We also use "Upper Room" as a metaphor for an environment where we encounter God's presence through Christ by the Holy Spirit.



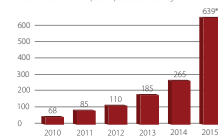
### Our History

The College of Prayer International was founded in 1997 by Fred Hartley and three other pastors who were mentored by Armin Gesswein.

Since our beginning we have seen significant growth throughout the world. We now have over 630 campuses located on 5 continents spanning over 42 countries and requests are coming in from all over the world every month to launch new campuses.

### Campus Growth

\* Includes local church campuses in persecuted church regions.



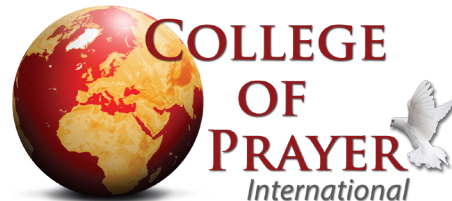
### Our Future

God has called the College of Prayer to rebuild the Upper Room in every nation of the world. Our vision goes beyond prayer that revives the church—we want to see unreached people receive the good news of Christ. We are seeing this happen throughout the world where we have campuses that provide dynamic, God-encountering environments in which prayer, worship, study and spiritual mentoring take place.

No matter where you're at in your journey with Christ or what role you play as a follower of Christ, there is room for you in the College of Prayer!

The best way to learn about the College of Prayer is to experience it for yourself. Visit [www.collegeofprayer.org](http://www.collegeofprayer.org) to find a campus near you!

"The College of Prayer was what I had hoped — a time of personal revival. It deepened my prayer life and personal worship of God. [My wife and I] have always had individual devotions and occasionally prayed together as needs arose. But now we are praying together each night. Sometimes we need a little push to form new disciplines and the College of Prayer helped do that."



## ***Lord, As Churches, Teach Us to Pray!***

### **Friday**

- 12:30 PM - Registration / Check-in
- 1:00 PM - Session 1 - *The Manifest Presence* with Rev. Fred Hartley
- 3:00 PM - Break
- 3:30 PM - Session 2 - *Ministering to the Lord* with Rev. Fred Hartley
- 5:00 PM - Dinner with GAP Groups (*dinner provided*)
- 6:30 PM - Session 3 - Rev. Richard Haynes  
Worship & Communion

### **Saturday**

- 8:30 AM - Light Breakfast
- 9:00 AM - Session 4 - Elder Janell Barganier
- 10:30 AM - Break
- 11:00 AM - Session 5 - *Prayer Ministry* with Jon Mitchell
- 12:00 PM - Lunch with GAP Groups\* (*lunch provided*)
- 1:30 PM - Session 6 - *The Upper Room* with Rev. Fred Hartley
- 2:45 PM - Break
- 3:00 PM - Prayer & Impartation
- 4:00 PM - Close

*\* GAP stands for "Growth, Accountability and Prayer." Upon registration you are placed in a group according to gender. Each group has a leader who helps facilitate the discussion and prayer time. This will be a special time of personal ministry.*

## Sample Module Evaluation Form



1. One thing God did in my life during the module ...

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2. One thing I am taking back to my ministry and/or family to put into practice ...

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3. Evaluation of Conference (Scale of 1-10; 10 is the best)

Encountering God	1	2	3	4	5	6	7	8	9	10
Teaching	1	2	3	4	5	6	7	8	9	10
Worship	1	2	3	4	5	6	7	8	9	10
Prayer Time	1	2	3	4	5	6	7	8	9	10
Group Interaction	1	2	3	4	5	6	7	8	9	10
Facilities	1	2	3	4	5	6	7	8	9	10
Meals	1	2	3	4	5	6	7	8	9	10
Registration Process	1	2	3	4	5	6	7	8	9	10
Cost of Module	1	2	3	4	5	6	7	8	9	10
Housing (if applicable)	1	2	3	4	5	6	7	8	9	10

4. One recommendation I have to improve on the College of Prayer is ...

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5. Other comments

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☐ Yes, I give permission to publish my comments in promotional material.

*\*Please return to the Registration Table when leaving.*

# REPORT FORMS

## Accreditation Report Form

Campus Location \_\_\_\_\_ Date \_\_\_\_\_

Name and Position of Person Submitting Report: \_\_\_\_\_

*The purpose of this report is for accountability and accreditation. Please note the reference to sections in the College of Prayer Manual for further clarification. The completion of the Annual Accreditation Report Form is required for your continued certification as a College of Prayer campus.*

- 1. Names and positions of all members of your Servant Leadership Team?** (Section II)
- 2. What other support people and positions serve in your campus?** (Section II)
- 3. How did you lead in an “Upper Room” encounter with God at your module?** (Section V) What were the signs of Christ’s manifest presence? Be specific (i.e., level of worship, genuine repentance, etc.)
- 4. How are you employing the Fullness and Fulfillment format in your Modules?** (Section I) Give specific examples.
  - a. Fullness - receiving personal revival.
  - b. Fulfillment - releasing God’s Spirit through us and the extension of Christ’s kingdom.
- 5. How did you include the three critical elements of instruction, intercession and interaction?** (Section II B) Approximately what percentage of time was given to each emphasis? (This should add up to 100%)
  - a. Instruction: \_\_\_\_\_
  - b. Interaction (GAP Groups): \_\_\_\_\_
  - c. Intercession: \_\_\_\_\_
- 6. Each year a different theme has been picked for a special emphasis.** Year 1 “Lord, Teach us to Pray”; Year 2 “Lord, as Families, Teach Us to Pray”; and Year 3 “Lord, as Churches, Teach us to Pray.” How have you incorporated these? What was your emphasis this year? Are you using the coinciding notebooks?
- 7. How many students did you certify this year?** Approximately how many students will be certified next year? (Section IV C)
- 8. How many students are currently enrolled and attending your College of Prayer campus?**
- 9. What are some stories of transformation in lives of attendees?**
- 10. What campuses do you anticipate planting in the next year or two?**



## Finance Report Form

Name and Position of Person Submitting Report:

\_\_\_\_\_

What organization houses your finances? (i.e. a local church, CoPI, etc.)

\_\_\_\_\_

### Current Account Balance

\$ \_\_\_\_\_

### Income

1. Fees & Tuition

\$ \_\_\_\_\_

2. Donations

\$ \_\_\_\_\_

3. Resource Sales

\$ \_\_\_\_\_

4. Other: \_\_\_\_\_

\$ \_\_\_\_\_

### Total Income

\$ \_\_\_\_\_

### Expenses

1. Food

\$ \_\_\_\_\_

2. Lodging

\$ \_\_\_\_\_

3. Transportation

\$ \_\_\_\_\_

4. Honorariums

\$ \_\_\_\_\_

5. Promotion

\$ \_\_\_\_\_

6. Scholarships

\$ \_\_\_\_\_

7. Printing/Resources

\$ \_\_\_\_\_

8. Allocation to CoPI

\$ \_\_\_\_\_

9. Other: \_\_\_\_\_

\$ \_\_\_\_\_

### Total Expenses

\$ \_\_\_\_\_

Complete these forms at the end of the year and submit to your Regional Director by December.

### HOW TO ASSEMBLE A TEAM OF PERSONAL INTERCESSORS

"We require every College of Prayer Campus President to have a Prayer Shield, and we strongly urge every Servant Leadership Team member at every campus to also have a Prayer Shield. When you're involved in a nation-discipling, kingdom-advancing ministry, you need protection and empowerment. I am most grateful for over 300 intercessors who faithfully pray for me." ~ Fred Hartley  
*President, College of Prayer International*

A prayer shield is a team of intercessors who consistently and intelligently pray for the well-being of a Christian leader's spirit, soul, and body; to protect a leader from the plots of the evil one; and to call down the advancing of Christ's Kingdom through this leader.

The Apostle Paul understood the significance of having a personal team of intercessors. Five times the Bible records that he solicited prayer partners.

*"Brothers, pray for us." 1 Thessalonians 5:25*

*"I urge you brothers, by our Lord Jesus Christ and by the love of the Spirit, to join me in my struggle by praying to God for me." Romans 15:30*

*"... as you help us by your prayers." 2 Corinthians 1:11*

*"... for I know that through your prayers and the help given by the Spirit of Jesus Christ, what has happened to me will turn out for my deliverance" Philippians 1:19*

*"I hope to be restored to you in answer to your prayers." Philemon 22*

### **FIVE GOOD REASONS TO BUILD A PRAYER SHIELD**

1. It's biblical.

The apostle Paul built a prayer team as did countless other Christian Leaders through church history.

2. It's efficient.

All God's works are done by prevailing prayer. All Christian leaders involved in Kingdom ministry would benefit from an effective team of personal intercessors.

3. It's humbling.

To ask for prayer is not egotistical. On the contrary, it is a way of humbling ourselves.

4. It builds teamwork.

God loves to draw His people into tighter relationship with each other. Rather than people randomly praying on their own, it is more helpful to build them into a group with a common purpose to pray in the same direction.

5. It's a blessing.

Calling people to prayer is calling them to spend time before the Father and nothing is a greater blessing than that. When people pray for our ministry, they share in the reward of the fruit Christ will produce through us.

### **HOW TO BUILD YOUR TEAM**

1. Humble yourself before the Lord.

Admit to God that you desperately need intercessors; ask Him to help you build your team.

2. Listen to God.

Let God shape your vision. God will speak to you about whom to recruit for your prayer team. He will give you a clear vision and key Scriptures that will guide your prayer team. He may give you a word picture that will describe the mission of your prayer team.

- List the names of specific people you can invite to join your team.
- Let them know how you expect them to pray consistently.
- Clearly define the specific commitment you expect.
- Identify your commitment to them. (Write to them once a week, once a month, etc.)
- List specific requests you will pass on to your intercessors and ask them to continually cry out to God on your behalf. These requests should be specific, measurable, challenging, and biblical.

3. Begin recruitment.

It is always good to make certain personal invitations by phone or in person to build a core of intercessors and then cast your net to a larger group. Once your team is recruited, no matter how small it is, begin affirming them, communicating with them, sharing your struggles as well as your victories.

4. Honor your intercessors.

Most intercessors do not want to be acknowledged publicly by name but they like to know they are appreciated even by indirect reference. For your core intercessors, it is good to periodically give your core intercessors a gift, treat them to dinner or in some way express your deep personal appreciation.

5. Select a leader.

If possible, select a leader for your Prayer Shield Team who will assist in overseeing communication.

6. Pray for your intercessors.

Each week, by name, pray for your intercessors. Just as you need their prayers, they need your prayers. There are few people in ministry with whom you will share a more intimate partnership!

## Available Module Presenters and Facilitators

Title	First Name	Last Name	Region	Email	Organization
Rev.	Stuvy	Yang	North America (Hmong)	vyaj69@yahoo.com	Hmong Fellowship Alliance Church
Rev.	Jim	Eaton	North America	jim_eaton@yahoo.com	Crestmont Alliance Church
Dr.	David	Fisher	North America	cfcpastor@inchrist.ca	The Healing Place
Rev.	Alfredo	Gutierrez	Worldwide (Spanish)	alfredo@sedist.cmalliance.org	Southeastern District of The Alliance
Rev.	Fred	Hartley	Worldwide	fredhartley@collegeofprayer.org	Lilburn Alliance Church / College of Prayer International
Rev.	Bill	Hyer	Worldwide	billhyer@gmail.com	Reigning Grace / College of Prayer International
Rev.	David	Jones	Worldwide	antiochguy@verizon.net	College of Prayer International
Rev.	Joel	Kangas	North America	joelwkangas@gmail.com	Lutheran Church
Rev.	Jon	Mitchell	Worldwide	jon@collegeofprayer.org	College of Prayer International
Dr.	Mike	Plunket	Worldwide	michael.plunket@gmail.com	Risen King Alliance Church / College of Prayer International
Mrs.	Lisa	Plunket	Worldwide	lisaplunket@risenkingalliance.org	Risen King Alliance Church
Pastor	Donn	Thomas	Worldwide	dthomas801@aol.com	Donn Thomas Ministries
Pastor	Jacquie	Tyre	North America	jacquie.tyre@gmail.com	Kairos Transformation Ministries / CityGate Atlanta
Dr.	Wanda	Walborn	North America	wanda.walborn@nyack.edu	Nyack College
Dr.	Ron	Walborn	North America	ron4JC@aol.com	Alliance Theological Seminary
Rev.	Don	Young	Worldwide	donyoung@collegeofprayer.org	College of Prayer International
Rev.	Brent	Haggerty	Worldwide	brent@stonecrestchurch.com	Stonecrest Community Church
Rev.	Jim	Rudd	North America	ruddjb@gmail.com	True Vine Church Community
Rev.	Hiram	Sostre	Worldwide (Spanish)	hiram@crisovive.com	Iglesia Cristo Vive
Rev.	Luis	Calderon	Worldwide (Spanish)	luisocalderon@hotmail.com	
Rev.	Stephen	Hartley	Worldwide	stephen@lilburn4jesus.com	Lilburn Alliance Church
Rev.	Ozzie	Cruzado	Worldwide (Spanish)	acmqueens@live.com	Iglesia Alianza de Queens
Pastor	Yasser	Vidal	Caribbean (Spanish)	yasser@collegeofprayer.org	
Rev.	Willy	Muyabwa	Central & East Africa	wmuyabwa@collegeofprayer.org	College of Prayer International
Dr.	Celestin	Koffi	West Africa	celestin@collegeofprayer.org	College of Prayer International
Rev.	Benji	De Jesus	South Asia	bmd.cop@gmail.com	College of Prayer International
Rev.	Stephen	Sundilla	India	stephensundilla@yahoo.com	College of Prayer International / India Gospel League
Rev.	Pete	Cannizarro	Worldwide	pcannizarro@gmail.com	City Church
Dr.	Josh	Smith	Worldwide	jjsmith@mbbcirving.org	MacArthur Blvd. Baptist Church

\*This is not an exhaustive list, only suggestions. Call our International Office if you need further assistance.

To download promotional materials and other helpful resources visit [www.CollegeOfPrayer.org/getlaunched](http://www.CollegeOfPrayer.org/getlaunched).



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