



RESTORING THE FOUNDATIONS

INTERNATIONAL

Establishing a Restoring The Foundations Issue-Focused Ministry Program in Your Church

We are excited that you want to learn how to establish a Restoring The Foundations (RTF) Issue-Focused Ministry (IFM) program in your church. Your congregation will greatly benefit, and change for the better, as the members receive deep and lasting healing and freedom through the RTF Integrated Approach to Ministry.

The following information is designed to help you and your Pastor or Church Oversight person, as well as the church leadership team, learn about the various factors needed to establish a successful and vibrant IFM Program. However, before we get into these details, we want to give you a brief overview of the Restoring the Foundations Ministry itself, including its unique features. Then the rest of this document will cover the key ingredients which lead to a safe and successful RTF IFM program.

I. Brief Overview of Restoring the Foundations Ministry

Restoring the Foundations (RTF) is a ministry based on revelation. The revelation is that every human being has four primary sources from which all problems arise. We call these four sources: Sins of the Fathers and Resulting Curses (which covers the historical and spiritual arenas), Ungodly Beliefs (which covers the cognitive arena), Soul/Spirit Hurts (which covers the emotional/heart arena), and Demonic Oppression (which covers all of these arenas). The RTF revelation includes the importance of an integrated approach to these four areas, provides an understanding how they affect and interact with each other, and how they work together to keep a person in bondage.

RTF Ministry provides a systematic ministry process in which the powerful life-changing principles of God's Word, including the Finished Work of Christ on the Cross, are applied to these four sources of our problems. It uses an integrated approach as the ministry team follows the leading of the Holy Spirit, resulting in truly miraculous healing and freedom. In the process, the person has an ongoing opportunity to encounter the life-transforming power of God's unconditional love, plus he learns how to work with the Holy Spirit for ongoing healing and freedom. Through RTF, the Lord restores and cleanses the very foundations of a person's life.

RTF ministry can be provided in several different formats. One of the easiest formats for introducing the RTF revelation into a church, and to equip and release a number of the church members, is the RTF Issue-Focused Ministry (IFM) format. It is designed to deal with one specific issue/problem in an individual's life in a 2-3 hour session; an issue that is hindering him from enjoying the highest quality of life personally, with his family, and in his destiny in God. Training in this format also increases the effectiveness of Altar ministers.

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The next level of proficiency comes with the RTF Thorough Format ministry to an individual (~15 hours of ministry). This format provides time to do a 'thorough' cleansing of the major issues in the Ministry Receiver's life. There may be some people in your church that will want to be trained in this RTF ministry approach after gaining experience as an RTF IFM minister.

The RTF ministry is usually provided by a team of two trained and released RTF ministers. However, in IFM ministry, it can be provided by one lead minister with an assistant.

II. Unique Features of Restoring The Foundations Ministry

One question we are frequently asked is, "What makes RTF ministry different?" The answer is multi-faceted; however, here is a summary of the main unique features of RTF.

- RTF recognizes that everyone has the same four sources from which come their issues/problems.
- RTF utilizes an Integrated Approach (that came by revelation) to minister to these four sources.
- RTF is designed for rapid training.
 - The training plan is structured – It has a simple, easy to follow, sequence of steps.
 - It has three levels of training – for three levels of proficiency and calling.
 - New teams can be equipped and become proficient in minimum time at each level.
 - Ongoing training and equipping with oversight ensures each team is ready before being released to minister.
- RTF is applied in a flexible approach, especially after completing the first level of training.
 - It has a plan, yet ...
 - It is led by Holy Spirit.
 - It is customized for each Ministry Receiver.
 - It equips the Ministry Receiver to continue to do self-ministry.
- RTF is principle based, not problem based.
 - The key concepts of RTF ministry are solidly based on biblical principles.
 - God's healing and freedom come from the application of the Cross of Christ to each of the four source/problem areas.
 - The Ministry Receiver is helped to meet the conditions of God's conditional promises.
- RTF ministers are thus equipped to handle most issues/problems.
 - However, of course, calling, anointing, experience, etc., are important.
- RTF depends on the presence of Jesus, through the Holy Spirit, to be effective.
 - People are positioned to have a significant encounter with Father God and with Jesus.
 - They usually experience deep and lasting healing and freedom from their RTF ministry.
 - The RTF minister is a facilitator of the ministry, led by the Holy Spirit. He does not direct Jesus or the Holy Spirit.
 - Jesus Christ is the director.

III. Establishing a Successful RTF IFM Program in Your Church

The RTF Issue-Focused Ministry program is the first level of training and proficiency in RTF ministry. It is an excellent way to bring (inner) healing and deliverance into your local church.

In a similar manner as the USA Marine's recruiting slogan, "... looking for a few good men," it takes a few good men and women, plus a few other things, to establish a successful RTF IFM program in your church. If these things are in place and functioning, there will be an awesome transformation in the members of the church. And the church as a whole will function at a much higher level as it pursues its God-given vision.

Below we have listed the most important ingredients needed to establish a successful RTF IFM program. Notice that well-trained and equipped RTF IFM teams are not first on the list, even though they are essential. Also, we highly recommend you have at least one qualified RTF Healing House Network (HHN) team helping you during the startup and initial maturing phases. They can mentor and coach the Oversight Team and the IFM ministry teams as they learn to fly on their own.

Envisioned and Supportive Leadership: The pastor(s), and other leadership of the church, who have caught the vision of a healed and free congregation, must be committed to supporting the RTF IFM ministry. Especially during the startup phase, these leaders should have a very positive attitude toward RTF, be willing to propagate and promote the RTF IFM program from the pulpit, to support the program financially when necessary, and to stand with the RTF Oversight team and the IFM teams when accusations are brought. (As the RTF IFM program becomes established and effective, the enemy will attempt to shut it down. How the church leadership handles each situation will determine whether the enemy is successful or not.) Active, ongoing support by the church leadership is one of the two absolutely necessary ingredients to have a successful RTF ministry program.

RTF HHN Team: It is recommended that an experienced RTF Healing House Network (HHN) training team be used during the initial phases of establishing an RTF IFM program. They can ensure that the RTF guidelines are followed, that things are done with integrity, and that each new RTF IFM candidate has the best opportunity to become an outstanding ministry team. They can mentor/coach the local church Oversight Team, support them, be available as a consultant, and be the safety net as the program is being established. They would normally lead the initial, periodic training meetings for the church IFM teams, until the Oversight Team has been equipped, trained, and matured to the point of doing this function.

Envisioned and Committed Oversight Team: A team, usually a couple or two called and qualified individuals of the same gender, who have caught the vision of a healed and free congregation, who know that God is calling them to be the Oversight Team, and who are willing to do whatever it takes to prepare themselves and to oversee the establishing and ongoing operation of a thriving RTF IFM program. If possible, this team can come to an RTF Training Center to receive their initial training and to be equipped to oversee the establishing of the RTF IFM program. However, they can also be prepared by the RTF HHN team plus RTF resources (printed and online, audio, and video resources).

Steps to Issue Focused Training:

1. The first step is the **Hope Healing and Freedom Seminar** which is designed to introduce the RTF revelation to the entire church as well as those desiring or selected to be trained. This first seminar is normally taught in five to six hours which includes group ministry. Hope Healing and

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Freedom can be done live by an RTF HHN team, or it is available online.

2. The second step is to read Healing and Freedom, available from the RTF resources department, or included when taking the Hope Healing and Freedom Seminar online.
3. Step three is the Issue-Focused Observation Video Course online. This course explains step by step how to conduct a complete 2-3 hour Issue-Focused Ministry. The course also includes the video presentation of a live Issue-Focused Ministry demonstration. This course can be done in the comfort of your own home on a schedule you set.
4. Step four is to attend a Live Issue-Focused Training Seminar. Led by an RTF HHN minister, this seminar will give hands-on experience and real time feedback to help you become a successful RTF IFM minister. This is a 21-hour seminar.
5. The fifth step is a very important part of this process; to register as an IFM Minister on the RTF Website. Once you have successfully completed the Live Training Seminar, this registration will give you access to your certificate verifying you as an RTF IFM Minister. It will also unlock teachings and materials that will enhance your abilities and help you become the best RTF IFM minister you can be.

Ongoing Training-Periodic Meetings: New RTF IFM teams can safely gain experience and confidence by ministering to/practicing with each other for several months. This can be done in periodic IFM meetings, say one per month, led by the Oversight Team (and backed up by the RTF HHN team). As individual teams gain proficiency and become effective, the Oversight Team, with the RTF HHN team, can determine when each team is ready to begin to minister to members of the local congregation. Also during these meetings, the numerous RTF revelations that build upon the RTF Integrated Approach to Ministry can be studied, discussed, and added to the team's tool box. The teams can gain experience ministering these revelations by practicing on each other.

Placement Committee: This 'committee' may be just the Oversight Team initially. However, as the program grows, it is important to have two to three Holy Spirit led people involved. They are to pray about each submitted PQ and select the best church RTF IFM team to minister to the person. It is recommended to have the RTF HHN team help the Placement Committee as it is learning how to do this function. The Placement Committee should also be involved if it is necessary to refer a church member to a Healing House Network ministry team for more in-depth ministry.

Church Office Functions: Once the RTF IFM teams have finished their training and preparation season, and they are ready to minister to the church members, the church office functions come into play. This involves the RTF IFM Personal Questionnaire (PQ) and the RTF IFM Receiver's Guide (RG). The office plays an important role as it first directs the Ministry Receiver to the online link to download the PQ, and then receives back a 'filled-out' PQ. They also hand out to the Ministry Receiver the IFM Receiver's Guide to the ministry. The PQs are passed on to the Placement Committee, who then give them to the Oversight Team, who then distributes each PQ to the local church RTF IFM team who will do the actual ministry. After the church members receive their ministry, the PQ is given back to the church member by the RTF IFM team, with the exception of the signed waivers of liability and confidentiality. They are returned to the church office for secure storage. The office staff responsible for managing these functions must be a person of high integrity and confidentiality, since he/she will be providing the security for the Receiver's personal information.

Church Trainers: As the RTF IFM program matures, it is recommended that RTF IFM teams that are also gifted as trainers be equipped to lead the second seminar. They can be trained to do this at an RTF Training Center or by the RTF HHN team.

IV. Your Relationship with RTF International

The covering ministry organization for the RTF revelation is Restoring The Foundations International (RTFI). It has several different divisions that it would be helpful for you to know about.

Training Department

This Training Department is responsible for maintaining the quality and integrity standards for RTF training world-wide, including the updating of RTF HHN Trainers and Ministers. For leaders in churches, and for those called to bring RTF to the Body of Christ world-wide, it is very beneficial if at least some of their training can take place at one of the RTF Training Centers located around the world.

Healing House Network

The RTF Healing House Network is a covering ministry for those RTF ministry teams called to serve the entire Body of Christ. We strongly recommend that you make use of at least one RTF HHN qualified ministry team as you begin the process of establishing an RTF IFM program.

The RTF HHN Members are carefully trained and qualified to help a local church establish a quality RTF IFM program. All of the members are trained to provide personal Thorough Format ministry. Many are trained to lead seminars and to train Thorough Format RTF teams.

RTF HHN Office

The RTF HHN office is available to work with you and your local church in establishing an RTF IFM church program. We can help connect you with the right RTF HHN team(s) to serve you, and to walk with you through the different stages of maturing the program. Also, the RTF HHN office, as well as the leaders of RTF, is available to help you with different decisions that might arise along the way. Please use the contact information at the beginning of this document to communicate with us.

Resource Department

An important component of RTFI is the Resources department. Here is where the training and equipping publications are produced and shipped out to individuals, churches, and to RTF HHN teams. This department also maintains the Online Store for resource purchase, plus subscriptions to the online library of audio and video training materials. You will likely become very familiar with RTF Resources and the use of this department.

Personal Ministry

Besides coming for training, many people come from around the world to receive their personal RTF ministry from RTF HHN ministers. We serve hundreds of people each year as they spend a week with an experienced RTF HHN team, dealing with the four sources of problems affecting their lives.

V. Remainder of this Document

Establishing and leading an RTF IFM program involves a number of parts and pieces. We have put most of this information in Appendices so that the details can be absorbed by concentrating on one facet of the RTF IFM program at a time. The Appendices cover:

- A: Introducing an RTF IFM program to the Church
- B: Oversight Team
- C: Selecting and Releasing RTF IFM Teams
- D: RTF Healing and Deliverance Seminar (Keys To Victorious Living Seminar)
- E: RTF IFM Activation Seminar

F: Ongoing Training: Suggested Schedule

G: Ministry to Church Members

H: Financing an RTF IFM Program I:
Insurance and Legal Issues

Please refer to the appendices as you desire to dig into each particular topic.

APPENDICES

Appendix A

Introducing an RTF IFM Program to the Church

We learned from experience (some of it not so pleasant!) that there are right ways and wrong ways to introduce a new RTF IFM program to the congregation. When handled in a right way, people do not have false expectations which cause them to get upset or disappointed at a later time. The proper introduction of the program can also protect the new RTF IFM teams while they are still in the preparation process.

We suggest the church leadership, i.e., senior pastor(s), share with the congregation the following information so that the people can be both supportive and excited about the new program that is going to change them and the church, as well as have patience that it is going to take a while for this 'new baby' to become established. This sharing can be over a number of weeks, even months, as the stage is being set for establishing and expanding RTF IFM within the church.

1. It will take several months for the RTF IFM teams to be trained and seasoned. Then the church leaders will begin to announce RTF IFM events to which the church members can come to receive RTF ministry.
2. To receive ministry, there will be an application form (the Personal Questionnaire (PQ)). It is to be filled out online and returned to the Church office. Ministry Receivers will be matched with church ministry teams by the Oversight Team. No one is to directly ask a new ministry team for ministry, since they are not in charge of selecting to whom they will minister.
4. The RTF ministry is very broad in its application and will cover needed forgiveness and the four Problem/Ministry Areas (Name and briefly explain them to the congregation). However, there are some areas of extreme wounding that are better dealt with using ministers specially training and called to that area. Thus, the church will reserve the right to make referrals as necessary to obtain the best help for each person applying for ministry.
5. Some church members have already been selected to be trained as RTF IFM ministers. Others will be selected in the future. Those interested in being selected to be trained as RTF IFM ministers should meet with the Oversight Team and share their vision, calling, and heart.
6. RTF IFM teams will be under the covering of an Oversight Team. The teams will be submitting a general summary report of each ministry session to the Oversight Team. If any cases of ongoing willful sin, child or spouse abuse, or self-destructive tendencies are reported, the Oversight Team will take these reports to the pastor(s).

Appendix B Oversight Team

The Oversight Team is a major key to the success of your church RTF IFM program. This couple/person is the 'champion' that keeps things moving. This team both submits to church leadership and provides leadership for the RTF IFM program. They are the 'spark' behind the program. It is essential that they feel called to be in this leadership position to bring the Lord's healing and freedom to fellow church members.

Other qualities exhibited by the Oversight Team is that they should already have demonstrated leadership abilities and have an anointing and commitment to seeing people set free. In addition, they (he/she) need to have a vision for reproducing others who can be trained and matured in healing ministry. This couple/person also needs teaching skills, and good interpersonal skills, as the ability to give sensitive feedback will be required.

It is very helpful if this couple/person is already trained at the Issue-Focused level. If not, they should receive personal IFM so they have a good understanding of the RTF IFM process. While this team is being prepared and gaining experience, you may use an RTF HHN team during the startup of the RTF IFM program to come in once or twice a month to work as the interim Oversight Team while mentoring and coaching the candidate Oversight Team.

Responsibilities

The Oversight couple/person will be responsible to do the following:

- Organize and lead monthly (or more often) meetings for teaching, ministry practice, and ministry to church members.

We suggest two different types of monthly meetings. One meeting is for the teams, for further training and practice for both new and seasoned RTF IFM teams, as discussed in Appendix F. The second meeting (called an Event in Appendix G) is for ministry to church members by released and commissioned RTF IFM teams. As the teams become mature in RTF IFM, the meetings can be combined to save some time.

- Release Teams to the Church in a Commissioning Service with other Church leadership

When a particular team (or several teams) is ready, they can be released to ministry to other members of the church, under the covering of the RTF IFM program. (IFM church teams are never released to minister to non-church members.) We recommend a commissioning service before the church membership, so that the church members can know who is recommended and covered by the church leadership, as well as the procedure that is being followed to provide ministry to the church members.

- Provide Leadership for the Placement Committee

It is important to match the right RTF IFM ministry team with the right Ministry Receiver. The Placement Committee is charged with this very responsible task. The key to doing this well is that this person, or persons, know the RTF IFM teams and that they pray and seek the Lord as to which teams should minister to which applicants. If the issue is too deep or complex, the committee should refer the applicant to pastoral staff, or to outside resources such as the RTF HHN. This committee usually consists of the Oversight Team, a suitable office staff person, or perhaps an additional church leader.

Appendix C

Selecting and Releasing RTF IFM teams

The selection of couples and individuals as candidates to become church RTF IFM teams is a very serious and important function. On the one hand, we want quality people who are well trained doing this ministry in the church. On the other hand, we don't want to waste the time, money, and effort of good people who are called into other parts of God's kingdom. Helping people be where God wants them, where ever that is, is equally important to steering the right people into the RTF IFM program.

As we wrote in Section III, we are looking for 'a few good men and women' to be the basis of a successful RTF IFM program. We are looking for quality, mature, solid Christian men and women who have a heart to help others in the body of Christ receive their inheritance of healing and freedom. We want to equip and release them so that they can experience the destiny to which God has called them.

RTF IFM teams consist of two people. These can be a husband and wife, or two mature people of the same gender. In RTF IFM, one person is the lead minister during the ministry session, and the other person is the assistant.

We feel that it is very important for the appropriate church leader to have a relationship with the team(s). This might be the pastor(s) in a small church, or the person/couple responsible for the church's healing/deliverance ministry, or the ones selected to be the RTF IFM Oversight Team. If a relationship doesn't exist, it is time to begin to develop one. Ministry is very relational; it is not a 'business.' We have to 'know those that labor among us,' particularly since they will be representing the pastoral arm of the church as they minister to members of the congregation.

At the right time, we suggest the appropriate church leader sit down and have a 'heart to heart' talk with the candidate team. You can use the Selection Criteria in Table A at the end of this appendix to help as you screen possible candidates. You want to know how well they meet the suggested selection criteria. As you talk to them, things that you are interested in finding out include:

- What is their vision? What do they think God is calling them to do?
- Are they called to bring healing and freedom to the Body of Christ? Or is there another calling?
- Do they have a vision for the local church or do they feel called to the larger arena of the Body of Christ? (They may be called by the Lord to be a part of the RTF Healing House Network. If so, you will have to decide if the church wants to invest in them as part of their preparation, or not.)
- Do they have leadership potential? Or will they be a good implementing team?
- Are they people you can trust, knowing they will have an important influence on members of the congregation? Or would you always be uncomfortable, never sure what they might say or do?
- Are they able to keep confidential information about other people, even if it seems unimportant?
In other words, do they understand that the people they will be ministering to have a right to share their own story, but as the ministers, they do not have the same right to share their story?
- Are they faithful in supporting and being committed to the church? Are they givers or takers?
- Are they submitted to leadership in their attitudes and goals or independent and self-willed?
- Do they have the time to commit to the training, to the periodic monthly meetings, and to

the regular ministry events? Or is their life already full?

- What are their family needs at this time? Do they have young children or teenagers who need more of their attention? Will they be able to budget and balance their time?
- Do they have other leadership responsibilities, either in the church or elsewhere that will be competing for their time? Are they really available?
- How do they view receiving their own RTF ministry? (If they feel they don't 'need,' or they don't 'want,' RTF ministry, this is not a good sign of their degree of healing or maturity.)
- How is their health? Do they have the stamina and energy to handle the training and three-hour ministry sessions?

If your gentle probing into the above areas doesn't scare off the potential ministry team, then you might take the next step. You can begin to talk to them about the requirements to be an RTF IFM team. It is time to present a very realistic picture. We usually talk about the training and its demands on their time and energy, as well as the hours spent outside of the ministry room in prayer and preparation for each ministry session. We also may warn them about co-dependent people who might want to call them all hours of the day and night. We alert them to the fact that there are sometimes extreme and bizarre manifestations when doing deliverance. We try to give them a taste of what it is really going to be like so they will not have any unrealistic romantic notions about being a healing and deliverance minister.

If you still have a willing, seriously interested team after all of this, you can begin to plan with them how they can be trained (Appendices D, E, and F).

Once a team begins the training process, they are continually evaluated and guided as they mature in their RTF IFM abilities. If at any time it becomes clear that their gifting lies in areas other than RTF, they will be helped to transition out of RTF and into the right place. Of course, this would be done by conferring with church leadership. However, our desire is that the potential team, church leadership, and the RTF representatives, all hear the voice of the Lord clearly so that the team has correct guidance right from the beginning and they start the process with expectation of great success.

As teams are ready to be released to minister in their local church (Appendix G), we suggest that they be honored for their commitment and dedication to the training process. It is also good for the congregation to know that the RTF IFM teams are a gift to them, and that the church leadership endorses the RTF IFM teams, validates them, and recognizes them as skilled ministers within the church. This can be done in a 'commissioning' during the Sunday morning service, or at another appropriate time when the entire church body is gathered.

Table A: Team Selection Considerations

The following selection criteria are recommended to leadership for use in the selection of a potential ministry team. Obviously, other factors may also apply, but these are considered very important from the standpoint of protecting a potential team, of protecting the church, and of protecting the members of the church.

It is strongly suggested that each member of each team:

- be born again spiritually.
- be baptized in the Holy Spirit by Jesus Christ.
- have and use his prayer language.
- be grounded in the Word.
- be perceived by others as a mature Christian.
- be a mature Christian who is continuing to mature in the Lord.
- have a stable marriage that has Christ as the center (Married couples/teams).
- be able to maintain strict confidentiality, even with seemingly unimportant information.
- have already received some measure of in-depth ministry (including deliverance).
- have people already coming to him/them for spiritual help and ministry.

It is also important that each member of each team:

- have a disciplined life of prayer, Bible reading, and devotional time with the Lord Jesus Christ.
- have a strong desire to help people be restored, made whole, and be set free, in the Lord.
- be willing to receive ministry as part of the training.
- be willing to commit to at least a once a month three-four hour ministry event.
- be willing to attend periodic (monthly) meetings of the RTF IFM teams.
- be planning to remain with the church for a period of at least one to two years after finishing the RTF IFM training.
- be willing to submit to the spiritual oversight of the church leadership and/or their designated representatives (i.e., Oversight Team, RTF HHN team, church leadership).

You might also check (particularly for a new program):

- Are the potential team members gifted in teaching, training, or oversight?
- Would they be likely candidates for raising up other ministry teams once they season as RTF ministers and are trained as trainers?
- Would they possibly be a team capable of helping with placement?

Appendix D

RTF Hope Healing and Freedom Seminar

The RTF Hope Healing and Freedom Seminar is used to introduce the RTF revelation to the local church body. We encourage the entire church to attend, so that all members can become aware of God's plan for their receiving His healing and freedom. The goal of this seminar is that the attendees "taste and see that the Lord is good," as they learn how to receive God's healing and experience it for themselves. (However, it would be best if anyone in personal crisis or who has experienced deep, serious emotional/spiritual trauma who might get 'triggered' NOT attend unless they are accompanied by a personal, capable minister, familiar with the person and his problem, since this seminar does not provide personal ministry for individuals.)

Church leaders should attend not only for their own personal benefit, but so that they can know what they as a church are choosing into. We desire that every single church leader know that RTF is a gift from God, and that He wants us to use this revelation so that His sons and daughters can be healed and free. If the church leadership isn't in agreement about RTF, and yet they move ahead with establishing an RTF IFM program, the program will not thrive and benefit the congregation as much as it could. The best situation is when leadership is in unity.

The people selected to be trained as RTF IFM ministers should certainly attend the Hope Healing and Freedom Seminar. For them, it is a part of the training pathway. We also hope they will receive assurance in their hearts that this is a 'God' revelation, and that they are called to be a part of it.

The Hope Healing and Freedom Seminar can be taught live by an RTF HHN minister. It includes not only the revelation of the four ministry areas, but it includes "taste and see" as each person can experience RTF Ministry in a group setting.

In this Appendix, we are focused on your church hosting this seminar, maybe even 2-3 times per year. This way, as new members join the church, they can attend and be 'brought up to speed' in this aspect of the church culture. Perhaps some of these people will want to be trained to do the RTF IFM ministry. The first time the seminar is held, it is usually held 'live,' with the entire church invited to attend.

Appendix E

RTF IFM Training Seminar

This seminar is for those selected by the church leadership (Appendix C) to be trained as local church RTF IFM ministers. They receive 'hands on' practice using the RTF IFM ministry approach and publications. They are then ready to enter into the Ongoing Training as explained in Appendix F, eventually to be released and commissioned to minister to the members of the church under the supervision of the Oversight Team (Appendix G).

Since this seminar is a training seminar, involving 'live' practice, it is not feasible to conduct it via DVD or internet streaming videos. In addition, since real people are ministering to real people, we want a seasoned, well-qualified RTF HHN ministry team to lead this seminar. They are then available to oversee the small group trainers. They have the background to handle whatever issues come up during the practice time, and to ensure that all attendees experience safe training and practice.

As the seminar attendees form into small groups of three to practice, it is important that every two groups have one oversight trainer. This person helps the trainees follow the RTF IFM procedure, acts as a safety net for anyone needing help, and can 'step in' if any significant wounding is triggered by the 'practice' ministry that the new trainee person is not yet equipped to handle. The small group oversight trainer has the seminar leaders to call on if they need a safety net.

The small group (oversight) trainers should be trained at least through the Thorough Format level. These people may be church level Thorough Format teams, either from your church, or from other churches that have an RTF Thorough Format program. In rare cases we will use very experienced RTF IFM ministers as small group trainers. If they have ministered to 20 or more people, they may have the experience and anointing to help others as they are starting on the training pathway. Of course, RTF Healing House Network (HHN) teams make excellent small group leaders, but it may not be cost effective to use these people this way. As we stated above, we would want one RTF HHN team present as the leader of this seminar.

It is very important that we train and equip the saints for the work of the ministry (Eph 4:12). However, because of the level of abuse and trauma people have experienced in the USA over the last 40 plus years, particularly to children, it is also very important that we provide the training in such a way that every RTF IFM seminar have at least one RTF HHN team present to handle the unexpected situations. Having an RTF HHN team lead this seminar in your church is recommended for the first 2-3 years. During that time, the church Oversight Team will gain experience and come into their own professional level of ministry. However, we strongly encourage you to lean on the side of providing as safe and secure a training environment as possible as the saints are equipped.

The RTF IFM Training Seminar consists of 7 three-hour sessions. The IFM trainees will have observed a full IFM demonstration on the Issue-Focused Observation Video Course, they will also have been trained on how to prepare for ministry, so most of the time during the IFM Training Seminar they will be ministering to one another. During the Training Seminar they will have be the lead minister two times, be an assistant minister two times, and receive a full IFM ministry two times.

Because 7 three-hour sessions are required to conduct the RTF IFM Training Seminar, it can be more difficult to fit the seminar into a normal workweek and weekend. However, we have found that people will manage to arrange their lives to do what is necessary when they are called and motivated. So if the ones selected to be trained as RTF IFM ministers really have a heart for bring healing to others, they will make a way. With that said, we still want to schedule the sessions to make it as easy as possible for the trainees to attend. Because the sessions build one on another, attendance at all sessions is mandatory.

Appendix F

Ongoing Training: Suggested Schedule

Once the selected RTF IFM (candidate) church teams have completed the two seminars (Hope Healing and Freedom, and the Issue-Focused Training Seminar), it is important for the Oversight Team to begin scheduling training and practice meetings. We recommend meeting at least once a month, twice if possible. Twice monthly meetings, especially during the initial establishing, will greatly accelerate the maturing of the RTF IFM teams, hastening the day that they can be commissioned and released to minister to the church members.

Of course, the Oversight Team will continue to evaluate the new RTF IFM team, looking for the time they are ready to be released to minister to the church members.

Suggested Program for Ongoing Training

Practice: Meetings 1-5

It is vital to have the new RTF IFM team utilize and apply the RTF approach as soon as possible after the RTF IFM seminar.

During these first several months of gaining experience, we want to encourage the Oversight Team to intentionally imprint the teams with the basic quality standards of RTF ministry. These include:

- remaining submitted under the covering of their church and pastor;
- engaging in open communication with their Oversight Team;
- never ministering alone;
- committing to on-going personal cleansing in their life;
- abiding by the RTF ministry guidelines, including not ministering to someone of the opposite gender, unless the team assistant is the spouse of the lead minister;
- not ministering to people not members of the church;
- ministering in love, sensitivity and in truth;
- ministering only during designated RTF IFM ministry meetings for church members.

The Oversight Team can have the IFM teams read chapter XVI in the RTF book on “Final Thoughts for RTF Ministers” to help reinforce these guidelines.

Review the Issue Focused Video Observation Course: Meetings 6-18

Following the RTF IFM Training Seminar, and after practicing/ministering as mentioned above, the teams can spend the next 6-12 meetings going through the Issue Focused Observation Video Course, reviewing the IFOVC together. It is very helpful for each team member to use the workbook that goes with this course.

There are 12 sections to the IFOVC. Take the next 6 weeks (watching 2 sections each week) or 12 weeks by watching one section each week. Discuss how this section is affecting your IFM ministry. Share ideas, concerns, and prayer requests.

Using Essential Teaching:

Once the IFOVC has been viewed and discussed, begin to use the Essential Teaching Series to further mature and equip the RTF IFM teams. Here is a suggested schedule for the next six meetings.

Lifestyle of Deliverance

- Listen to MP3 of the Lifestyle of Deliverance: Track 1, 2, and 3.
- Oversight Team leads discussion.
- Pair up team members and minister to each other.

Shame-Fear-Control Stronghold

- Listen to MP3 on Shame-Fear-Control, all tracks.
- For homework, before the meeting, read Chapter XIV of Restoring the Foundations book.
- Each team member comes to the meeting with a completed IFM PQ using shame as the issue.
- Oversight Team lead discussion on the concepts of SFC and how to help a person receive freedom from SFC.
- Pair up team members and minister to one another in the area of Shame-Fear-Control.

Discerning and Identifying Fiery Darts

- Listen to MP3 on Discerning and Identifying Fiery Darts.
- Oversight Team reviews ministry steps and demonstrates.
- Pair up team members and minister to one another.

Sexual Imprinting

- Listen to MP3 on Sexual Imprinting.
- Oversight Team leads discussion on helping a person receive freedom from past sinful imprinting.
- Pair up team members and minister to one another.

Soul Battles

- Listen to MP3 on Soul Battles.
- Oversight Team leads discussion in identifying when a person is caught in a Soul Battle.
- Pair up team members and minister to one another.

Dethroning Jezebel

- Listen to MP3 on Dethroning Jezebel.
- Oversight Team leads discussion on how to help a person choose to be free from the control of a Jezebel spirit.
- Pair up team members and minister to one another.

Ongoing Training:

A successful RTF IFM ministry program will include ongoing training, fellowship, and prayer among the IFM church teams. We suggest a continuing series of meetings. There is much RTF material to read, watch, and listen to. For example, the recordings from years of RTF Advanced Conferences contain rich and varied teaching, ministry, and revelation by many of the seasoned RTF HHN teams. Many of the conferences have been videoed. Also, many of the advanced RTF training at the RTF Training Center have been recorded, both audio and video. These teachings are available online through the Essential Ministry Course and the Advanced Ministry Course.

Appendix G

Ministry to Church Members

One of the responsibilities of the Oversight Team is to observe how the individual church IFM teams are doing as they 'practice' on each other, as described in Appendix F. As first one team, than another, begins to demonstrate sufficient proficiency in the IFM, they can be added to the group of teams selected to minister to other members of the church (please see Appendix G). This appendix discusses how to manage and oversee the process of ministering to church members.

The key motivation behind the plan presented here is 'safety.' We want the teams to be safe, the Ministry Receiver to be safe, and the church to be safe. Everything we present here has been gleaned from many years of working with churches to ensure a smoothly running and effective RTF IFM program, with everyone under a covering of peace and safety.

Depending on the demand for RTF IFM, we suggest scheduling a ministry event once or twice each month. As the demand grows, and more frequent meetings are needed, we suggest having different RTF ministers oversee different events, so that no one Oversight Team is overloaded. Also, as the number of released RTF IFM teams grow, any one team may need to minister only once a month, unless they desire to minister more often. Of course, during the startup phase, an RTF HHN team can oversee these ministry events and at the same time mentor the church Oversight Team.

Process for Ministry Receivers

As church RTF IFM ministers are ready to minister to the members of the church, the church pastor(s) and church leadership can begin to promote and publicize the monthly ministry events. As church members request RTF IFM, they can be given an RTF Receiver's Guide (RG) to read and directed to the online Personal Questionnaire (PQ) to fill out. Once they return the PQ to the church office, the office passes the PQs on to the Placement Committee. The Placement Committee meets before a scheduled RTF IFM event and prays together to discern which RTF IFM teams are to minister to which Receivers.

RTF IFM Event

On the day of the scheduled RTF IFM event, the available/scheduled RTF IFM church teams assemble at the church prepared to stay 3-4 hours. In the first hour, each IFM team receives the PQ for their Ministry Receiver and goes right to work, praying and preparing their Ministry Plan as they analyze the PQ. During that same hour, the Ministry Receivers can be gathered together and be prepared by an Oversight person to receive ministry. This person would pray for the Receivers and answer questions, as well as covering the teaching portions of the Minister's Guide, thus saving time for each IFM team.

At the end of the first hour, the IFM teams (leader and assistant) are paired with their Receiver and directed to their ministry room. They then have approximately 2 hours to minister RTF to their Receiver. They are able to skip over the teaching portions in the Minister's Guide, since these will have already been covered in the first hour's preparation meeting.

The Oversight Team(s) are to circulate among the rooms where the ministry is taking place. They will

Establishing an RTF IFM local Church program essentially be on call as a safety net for emergencies as well as overseeing the IFM teams.

Once the IFM teams are finished (it is good to have an appointed time), and the Receivers have left, it is good for the Oversight Team to have a final debriefing meeting with the teams. This time can be used to gather up all of the church office copies of the signed Wavier of Liability and Confidentiality, answer questions, make comments about the ministry, and give constructive feedback to each team, while at the same time maintaining confidentiality about the details of what happened in the individual ministry sessions. The Oversight Team should close the debriefing time with prayer for the teams and the Receivers. If any team needs correction or adjustment, the Oversight Team should save that for later by scheduling a private meeting with the team to discuss concerns.

Appendix H

Financing an RTF IFM program

There is always a tension between the cost of providing quality Restoring the Foundations ministry training for a local church and the ability of that local church to finance the expense. Included here are some suggestions for ways to help finance the IFM program so that it can be properly undergirded and established as it serves the church for a long time.

A. Include the RTF IFM program as a Line Item in the Church Budget

In the following paragraphs, we suggest a number of ways to reduce the cost of an RTF IFM program. However, as one of our famous friends once said, 'Training costs!' So it is important to plan for some expenditure by the church. The startup phase has the most expense, what with training the Oversight Team, having an RTF HHN team in a consulting/mentoring role, and selecting and training the initial group of RTF IFM ministry teams. However, as the program matures, it is not uncommon for the income from contributions for ministry and resource sales to largely cover the direct expenses. The seminars also can mostly carry their own expenses, as discussed later in this appendix. We suggest that the church leadership plan on covering indirect expenses as part of the normal functioning of the church. These expenses are things such as the Oversight Team occasionally needing help from the church office, copy costs for materials such as the PQs, refreshments at team meetings and seminars, etc.

B. Cost of Training an RTF IFM Ministry Team

It is not the responsibility of the church to pay all of the expenses involved in equipping the RTF IFM ministry teams. It is reasonable for the ones receiving personal RTF ministry and training to pay for a portion of the cost. After all, this benefits them personally, and if God calls them to another location, they 'take' their healing and training with them. We suggest a sharing of the expenses between the teams and the church. A 50-50% split is a good approach, although, of course, each church leadership can decide what works best for their church.

C. Church Member's Contribution for RTF IFM Personal Ministry

We know of many churches that want to provide the RTF IFM ministry at no cost to their members. That is certainly reasonable for people already tithing and supporting the church. However, we have learned that people value something according to what it costs them. If they are asked to make a contribution toward their own healing, we find they will be much more serious about their responsibilities, treating the RTF ministry and the IFM team as something valuable, something to be desired and respected. For example, in churches with free RTF ministry for their members, it is unfortunately somewhat common for people to not arrive on time for a ministry session, or not show up at all. They tend to skip doing necessary ministry preparation. They don't engage in the ministry process, but become passive, expecting the ministers to 'fix them.' And they are casual about walking out their healing. Bottom line: they don't get what they could have from the ministry, and the RTF IFM team is being wasted to some extent.

We suggest that church members be asked to make at least a \$25 contribution into the RTF IFM program fund for each three-hour session they receive. These funds can accumulate and be used to bless the RTF IFM teams, as well as some of them being used to cover church office indirect expenses. (There are numerous ways to use this money as a 'Thank You' to the RTF IFM teams, including establishing a healing library, paying baby sitters for teams with young children, paying the team's way

Establishing an RTF IFM local Church program to the annual RTF Advanced Conference nearest you, having an annual banquet to celebrate and thank the teams, etc. We are sure you can come up with some good ideas that will be special for the RTF IFM teams in your church.

Appendix I

Insurance and Legal Issues

There are three additional items to which you might want to give some thought and prayer time. These are not required in order to have a good program, but they do impact what you do.

1. Church Ministry Program Policy

This is another case in which a good offense is the best defense. We have been advised by lawyers that having a written church policy is an excellent offense against any kind of law suit. The church policy should contain elements similar to the contents of this booklet, such as the team selection, training program plan, screening and placement procedure and plan for oversight and ongoing training. The main point is to show that the church is “providing a responsible service to its members” with properly trained and supervised people, rather than random ministry by ‘whoever.’

2. Liability Insurance

We do not feel we should decide the issue concerning whether the church should have liability insurance or not. This is a different issue for each church that should be decided considering all of the factors, and listening to the Holy Spirit. However, if the church already has liability insurance, it normally is easy to add the RTF IFM ministry teams (and future Thorough Format teams) to the policy. This usually can be done for an additional small fee. This is another place where having a church policy with a valid training program for the RTF ministers will convince the insurance company that you are low risk. This is a protection for the church and for the ministry teams.

3. Team Licensing by the State

In the normal situation, for church volunteers ministering once or twice a week, there is no advantage for the teams to be licensed by the state. This puts them under the authority of the state which usually leads to conflict with the authority of the kingdom of God. RTF IFM volunteer ministers must never claim to be licensed. In the states where we have checked there are exceptions made to the Licensed Mental Health Minister requirements for those who counsel/minister by the Bible. As long as they do not claim to be licensed, they may minister under the covering of the church.

Restoring the Foundations International

www.RestoringTheFoundations.org 828-696-9075

If you would like to learn more about *Restoring the Foundations* ministry, you may go to the website and click on the button near the center of the page 'New To RTF?' You may watch the introductory video and read about the different facets of Restoring The Foundations ministry.

RESTORING THE FOUNDATIONS MINISTRIES

For information about the RTF vision, training of RTF Ministers, college programs, ministry to businesses, churches, and other small organizations, newsletters, schedules, and other facets of the ministry, you may visit the website, call, or email:

Office@RestoringTheFoundations.org

PERSONAL MINISTRY

If you desire personal ministry, you may call (or email) the RTF Healing House Network office in Hendersonville, North Carolina, or go to the website which contains a world-wide listing of RTF-HHN ministry teams and Houses:

HHNoffice@RestoringTheFoundations.org

HEALING HOUSE NETWORK

You can learn about the RTF Healing House Network and its vision to bring wholeness and healing to the Body of Christ through *Restoring the Foundations Ministry*. For further information you may contact the Healing House Network office through the website, call, or email:

HHNoffice@RestoringTheFoundations.org

TRAINING

The Restoring the Foundations International Training Center was established in 2004 in Hendersonville, North Carolina, to help those desiring more intensive mentoring and apprenticeship training. Information is available about the different training modules, periodic conferences, and training seminars for equipping RTF ministers as Issue-Focused, Thorough-Format, and HHN Ministers. Other RTF Training Centers are located in the U.S. west coast, in Canada, in the United Kingdom, and in Singapore. More locations are coming. For further information please contact the RTF International Training Center on the website, call, or email:

Training@RestoringTheFoundations.org

RESOURCES

Many Restoring the Foundations resources are available on the online store at the above website for training RTF Ministers and for helping the Body of Christ become 'without spot or wrinkle'.

828-696-9075 ext 707

Resources@RestoringTheFoundations.org