

Constitution and By-Laws
For
Blessed Harvest Institute

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INTRODUCTION

Having been led, as we believe, by the Spirit of God, to receive the Lord Yeshua the Christ as our Savior and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do hereby recognize ourselves as a church, and adopt the following articles of church order; and submit ourselves to be governed by them.

The purpose of this Church is to serve God's disciples, the community and the world by taking full responsibility for spreading the Gospel, training disciples, and displaying the love of God, through Yeshua the Christ, by the Holy Spirit, to all of God's creation, so that people can be saved from their sins and grow into ministers (servants) of God, to the full stature of Christ (Ephesians 4:13).

CONSTITUTION

ARTICLE I. ESTABLISHMENT

Section 1. Name

The name of the church shall be called Blessed Harvest Institute. The name is based on Luke 10:2 - He said to them, The harvest is plentiful, but the laborers are few; therefore ask the Lord of the harvest to send out laborers into his harvest. (NRSV). The harvest of God is blessed; therefore our mission is to make disciples to sow and reap the harvest of God. Each church within Blessed Harvest Institute will bare this name.

Section 2. Church

A church shall be constituted as a group of at least 50 people of any membership status who have consented to be governed by this Constitution and By-laws. There will not be any mandatory contributions placed upon a church. All contributions will be voluntary. Churches will have the opportunity to share in the support of ministry work. Churches within Blessed Harvest Institute will share in the Constitution and By-laws; the incorporation and tax-exemption thereof.

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Section 3 Non-Member Ministry

A Non-member ministry shall be constituted as such by the state in which it operates and cannot have any members. There will not be any mandatory contributions placed upon these ministries. All contributions will be voluntary. The Non-member ministry will have the opportunity to share in the support of ministry work. Non-member ministries will be required to document the structure and purpose of the ministry. The structure and operations of these ministries must adhere to all parts of this Constitution and By-laws. Where there is a contradiction this Constitution and By-laws shall supersede. A Non-member ministry will share in the tax-exemption of Blessed Harvest Institute.

ARTICLE II. PRIVILEGES AND RIGHTS

Section 1. Right to Self-governance

This church shall have the right to govern itself and to conduct its own affairs as a non-profit institution incorporated in the United States of America according to the standard of the Holy Scriptures (The Bible). This shall specifically include such matters as assigning Pastors, organizational structure, the discipline of members and the conduct of its own services and church ministries.

Section 2. Right to Own & Purchase Property

In order to effectively carry forward the objectives and purposes set forth above, the church shall have the right to purchase or acquire by gift, bequest, or otherwise, either directly, or as a trustee, and to own, hold in trust, use, sell, convey, mortgage, lease, or otherwise dispose of any real estate or chattels as may be necessary for the furtherance of its purpose; all in accordance with its Constitution and By-Laws or as same may be hereafter modified or amended.

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ARTICLE III. ARTICLES OF FAITH

I. Scriptures

We believe the Scriptures teach that the Holy Bible was written by people divinely inspired, and is a perfect treasure of heavenly instructions; that it has God for its author, salvation for its end, and truth for its contents; that it reveals the principles by which God will judge humankind; and therefore is and will remain until the end of the world, the true center of Christian union, and the supreme standard by which all human conduct, creeds, and religious opinions should be tried.

II. God

We believe the Scriptures teach that there is one and only one living and true God, an omnipotent and omnipresent, spiritual, and personal Being, the Creator, Preserver, and Ruler of the universe, infinite in holiness and all other perfection. To whom we owe the highest love, reverence and obedience. God is revealed to us as Father, Son, and Holy Spirit.

III. Yeshua the Christ

We believe that the Scriptures teach that the blood of the Passover Lamb saved the children of God from the plague of death. Although God displayed love for humankind by this miracle, disobedience continued. In order to reconcile humankind with their Creator a sacrifice of an unblemished lamb was required to atone and rescue humankind from eternal death. Yeshua the Christ is the Lamb of God that died to atone humankind to God the Father, and free all that believe in Him from eternal death.

IV. Holy Spirit

We believe that the Scriptures teach that Yeshua the Christ promised not to leave the believers comfortless. That a comforter would be sent to keep the believers in the will of the Creator until the fulfillment of the restoration of God's kingdom. God is manifested in the world in the person of the Holy Spirit, who comforts, and empowers believers to carry out the ministries of God. God moves in the person of the Holy Spirit with gifts and graces. The Holy Spirit and the Holy Ghost is the same person of God.

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V. Fall of Humankind

We believe that the Scriptures teach that humankind was created by the special act of God. However, humankind by voluntary sin, through the temptation of Satan against God, failed and inherited physical and spiritual death, which was and is separation from God.

VI. Salvation

We believe the Scriptures teach that God sent the Son into the world, so that through Him the world might be saved. "That if you confess with your mouth Yeshua {as} Lord, and believe in your heart that God raised Him from the dead, you shall be saved. Romans 10:9

Salvation is evidenced inwardly by a change of heart to accept God's control of our life. Salvation is evidenced outwardly by public confession of Yeshua as Messiah/Christ and Savior of humankind.

VII. Justification

We believe the Scriptures teach that justification includes the pardon of sin, and the promise of eternal life on principles of righteousness; that it is bestowed, not in consideration of any works of righteousness which we have done, or will do, but solely through faith in the Redeemer's (Yeshua) blood. It brings us into a state of blessed peace and favor with God, and secures every other needed blessing.

VIII. Freeness of Salvation

We believe the Scriptures teach that the blessings of salvation are made free to all by the Gospel. Therefore, it is our responsibility to accept them by faith. Nothing prevents the salvation of the greatest sinners but their own rejection of the Gospel.

IX. Regeneration / New Birth

We believe the Scriptures teach that after the acceptance of Yeshua the Christ in our life the Holy Spirit regenerates us. We have our hearts created anew. We take on the divine nature of the Holy Spirit, whereby we walk in love and righteousness. We have the free gift of God, which is grace through faith in Yeshua the Christ. So in the ages to come we will show a manifestation of God's glory in us.

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X. Repentance and Faith

We believe the Scriptures teach that repentance and faith are sacred duties, and also inseparable graces, wrought in our souls by the regenerating Spirit of God; whereby being deeply convinced of our guilt, danger and helplessness and of the way of salvation by Yeshua the Christ, God turns us with deep regret, confession, and participation for mercy; at the same time heartily receiving the Lord Yeshua the Christ as our prophet, priest, and king, relying on Him alone as the only all-sufficient Savior.

XI. God's purpose of grace and mercy

We believe the Scriptures teach that grace and mercy are unmerited favor of God and our receiving that which we in no way deserve. Therefore, the election of humankind is the everlasting purpose of God to regenerate, sanctify, and save sinners. It is the most divine expression and manifestation of God's unchanging love, which excludes boasting in self while promoting humility.

XII. Sanctification

We believe the Scriptures teach that the progressive work began in regeneration is called Sanctification. Through this process we gradually attain moral and spiritual perfection through the presence and power of the Holy Spirit living in our hearts. We accomplish this by grace and by the Word of God, throughout our earthly life.

XIII. Perseverance of Saints

We believe the Scriptures teach that disciples who endure to the end have a divine protected guide. Their committed faith and continued spiritual work set them apart.

XIV. The Law and Gospel

We believe the Scriptures teach that the Law of God is Holy, good and just converting souls. Moses gave the Law, but grace and truth came by Yeshua the Christ. The Gospel is the power of God unto salvation to everyone that believes and must be published among the nations. The Law and Gospel define and establish God's standard of righteousness for humankind.

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XV. The Gospel Church

We believe the Scriptures teach that the church of Christ is a congregation of baptized believers, associated by covenant in the faith and fellowship of the Gospel. Being governed by God's Laws, we exercise the gifts, rights, and privileges invested by the Word to prepare believers for the work of ministry that will draw others to seek Christ. There are no members in the Gospel Church, just disciples being prepared for ministry and ministers seeking to execute their calling from God.

XVI. Baptism and The Lord's Supper

We believe the Scriptures teach that baptism and the Lord's Supper are Holy ordinances of Christian faith. Baptism is the immersion into the death of Christ, being raised from under the water in the resurrection to eternal life. Baptism is in the name of the Father, Son, and Holy Spirit to symbolize the death, burial and resurrection of Christ. The believer has put to death their old life and risen to walk in the newness of life in Christ. Only persons that show an understanding of their salvation through Christ, by the Holy Spirit shall be candidates for Baptism. Therefore infants cannot be considered for baptism. Infants have eternal security based on ignorance. There is no need to baptize infants or children who have not first been saved.

After baptism one is eligible to receive the Lord's Supper. We must examine ourselves to ensure that we have sincerely repented and are intending to live a new life following the commandments of God before receiving the Lord's Supper. The bread and wine represent Christ's broken body and shed blood, which commemorate the dying love of Christ.

XVII. Sabbath / The Lord's Day

We believe the Scriptures teach that the first day of the week is the Lord's Day. It commemorates the resurrection of Christ from the dead. This day is to be kept sacred to religious purposes. Christians should refrain from secular labor (which is everything not related to worship and spiritual devotion), and put into practice the exercise of worship and spiritual devotion. While the Sabbath is the last day of the week, due to the importance of the resurrection we recognize both. It must be understood that Yeshua taught that the Sabbath must be observed and respected, but humankind was not made for the Sabbath. The Sabbath was made for humankind. See Mark 2:27 and Luke 6:9.

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XVIII. Civil Government

We believe the Scriptures teach that civil government has been allowed by God, and those who are in authority are to be prayed for, conscientiously honored and obeyed; except in things opposed to the will of God, for there is no power or authority that shall supersede God.

XIX. The Righteous and Wicked

We believe the Scriptures teach there is an extreme and very important difference between the righteous and the wicked. The righteous are those that have been justified through the blood of Christ, sanctified by the Holy Spirit, and are striving to keep the complete law of God unto righteousness. The wicked are those that refuse to believe in God through Christ, His death and resurrection. They refuse to repent from their wicked ways. This difference between the righteous and wicked holds true before and after death and will be made manifest at the Judgment.

XX. The World to Come

We believe the Scriptures teach that the end of the world is approaching; that at the last day Christ will descend from heaven, and raise the dead from the grave for final retribution; that a solemn separation will then take place; that the wicked will be adjudged to endless punishment, and the righteous to endless joy; and that this judgment will fix forever the final state of humankind in New Jerusalem or hell, on principles of righteousness.

XXI. Marriage

We believe the Scriptures teach the institution of marriage is intended exclusively for a man and a woman. No person that has had a gender alteration may enter marriage. No woman that is pregnant at the time of the marriage may be married. No persons that are cohabiting may be married. No minister within Blessed Harvest Institute shall participate in any of these marriage ceremonies. Any minister that knowingly violates this provision will be immediately expelled from their ministry in Blessed Harvest Institute. This expulsion will be for a minimum of one year but is at the discretion of their Apostle.

Blessed Harvest Institute does not and shall not recognize any union that is against this provision, including, but not limited to Civil Unions and common law marriages. No same sex union of any kind will be executed

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or recognized by Blessed Harvest Institute. Any minister that violates this provision will be suspended immediately. This suspension will be for a minimum of one year but is at the discretion of their Apostle.

A marriage cannot be entered by default or on the basis of sin. In order to honor the institution of marriage the union shall exclusively be for one man and one woman. In the instance of cohabitation or pregnancy the couple may marry 3 months after the resolution of the pregnancy or cohabitation. Resolution would be delivery of the child in the case of pregnancy and the couple living in separate residence in the case of cohabitation.

Marriage is to be entered soberly and without pressure, therefore, any disciple that enters into this institution in violation of the guideline set forth in this section may be rendered inactive status. This decision is at the discretion of their Senior Pastor. If the Senior Pastor violates this section the Ministerial Standards Committee shall govern the suspension of the Senior Pastor and minister who is in violation. The Senior Pastor shall be replaced for the period of their suspension.

Participation is any activity that may infer support of the union. This includes but is not limited to attendance at the ceremony, officiating the ceremony, or assisting the couple in anyway to become married outside of the provisions stated herein.

ARTICLE IV. Ordinances and Practices

Section 1. Ordinances

The ordinance of Baptism and the Lord's Supper shall be observed as indicated in our Articles of Faith number XVI.

Section 2. Practices

Infants and children may be dedicated to the Lord in the church whenever requested. Let it be clear that only after salvation shall a person be baptized. Infants or children are not to be baptized, nor can water be used in their dedication.

ARTICLE V. Membership

The term membership is only used in conjunction with the standards of our government and society. The term that we use is disciple. The disciples of this

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church shall consist of those who have accepted Christ as their personal savior, been baptized, and met the membership requirements as stated in the By-Laws.

ARTICLE VI. Meetings

This church shall hold regular meetings for worship, teaching, training, fellowship and business. The Senior Pastor or designee must approve all meetings before the meeting is called. The approval process will be defined and published by the Senior Pastor or designee. The Senior Pastor or designee cannot in any way hinder or prevent a meeting to dispose of a charge. (Refer to By-laws Article I– Section 3 – item 4). A quorum for all meetings select be two-thirds of the eligible participants. No official decisions can be made without establishing a quorum.

ARTICLE VII. Finance

Giving is the first act of worship and must be executed in an environment of liberty without any form or feeling of coercion. Each contribution is a display of love and thanksgiving to God. We cannot and will not in any way force anyone to give to God, however it must be taught that God loves a cheerful giver. This church shall be supported by contributions. The Finance Ministry shall administer these funds, and be accountable for them.

ARTICLE VIII. Property

The Facilities Ministry shall administer and maintain the property of this church.

ARTICLE IX. Amendments

This constitution maybe amended by two-third (2/3) vote of the Apostles. If the church does not have at least five Apostles, a two-third (2/3) vote of the Senior Pastors. If there are not at least five Senior Pastors all amendments will be ratified by a two-third (2/3) vote of the Directors of each church. Once ratified by either the Apostles, Senior Pastors or Directors, whichever is applicable, the active membership must ratify by a two-third (2/3) vote.

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BY-LAWS

ARTICLE I. Membership

Section 1. General Membership

The membership of this church shall be composed of persons who accept and profess Yeshua the Christ as their personal Savior, baptized in the name of the Father, Son, and Holy Spirit, agree to be governed by the Articles of Faith and the Constitution / By-laws of this church. People who desire to become a member must be committed to spiritual development and growth through the study and application of God's to their lifestyle. Members are Disciples of Christ seeking to grow and actively execute God's will. A person must be at least thirteen (13) years old to be eligible for Membership. To be considered for Membership the person must indicate a desire to become a member verbally or written, whichever the person desires. This information must be communicated to the Senior Pastor, Director, Minister, or designee.

Section 2. Membership Roll

1. Active Member

One that abides by the membership qualifications in Section I of Article I in these By-laws and takes an active part in a ministry, regular attendance and participation in Bible Study, Prayer and any ministry work of the church and shares the financial responsibilities of the church by giving by seeking God, by the Holy Spirit, to develop and implement a giving strategy. The foundation of salvation which produces an agreeable spirit and attitude that seeks peace and unity among believers, integrity, moral and good character.

2. Inactive Member

One who shall be absent from participation as defined in item 1 for a period of 90 days, except for physical disability or temporary absence from the community. The Senior Pastor or designee shall classify the member as inactive. Inactive members shall not qualify to vote on any matters. Inactive members shall not have voting privileges. Changes in Membership status must be communicated to the effected person within thirty (30) days of the status change.

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3. Reinstatement of an Inactive Member

An inactive, expelled or withdrawn member can be reinstated to Active Membership status by the Senior Pastor or designee at their discretion if that member shall display a consistent modification of behavior for twelve (12) consecutive weeks. This can be done without going before the church membership. The member must indicate the desire to be considered for reinstatement verbally or written. This request must be communicated only to the Senior Pastor or designee.

4. Loss of Membership

One who is inactive according to item 2 of Section II of the Bylaws for six months, shall be removed from the membership rolls.

In addition, membership can be removed by the Senior Pastor or designee if a member does not maintain basic Christian character as defined in Galatians 5:22-23. Members of Blessed Harvest Institute are to love one another and to share the love of God with all creation. It shall be our desire and motivation to minimize confusion by displaying love and respect for each other.

Changes in Membership status must be communicated to the effected person within thirty (30) days of the status change.

At the discretion of the Senior Pastor any one who does not strive to create a loving environment will be expelled. This decision may be appealed to the Active Membership for a final binding decision. A meeting of the Active Membership will be scheduled within 45 days of receiving a written appeal for any form of loss membership. This meeting must take place within 60 days after the receipt of the written appeal. The appeal must contain details addressing why the decision is being contested. The Senior Pastor or designee may reverse their decision based on the content of the appeal without having a meeting of the Active Membership.

Those whose lives no longer conform to the standards of membership or who willfully cause discord with the church by words or actions may be expelled from membership by the Senior Pastor or designee. This action shall not be taken lightly and without first seeking pertinent information. It is understood that no such action shall be taken unless and until patience and persistent effort shall have been made to encourage such individual back to the standard of faith and conduct of this assembly.

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Section 3 Voting Privilege

Each active member shall have one vote, and may vote in the following matters concerning the church as follows:

- 1) Annual Budget
- 2) Expenditures over Two and One Half percent (2.5%) of the Annual Budget. These are expenditures that were not in the approved Annual Budget. (refer to Article II – Section 3 – item b). All expenditures in the Annual Budget are approved when the Annual Budget is approved. The Finance Ministry may reallocate funds but cannot increase the total of the Annual Budget without a majority consent of the Active Membership.
- 3) In accordance with Article III, Section 1, item 5 (Senior Pastor)
- 4) Any Active Member may question the character, lifestyle or performance of the Senior Pastor or a Director. This charge shall be submitted in writing to the Senior Pastor and all Directors. A committee will be established to investigate the charge. This committee will be comprised of seven (7) Active Members; three (3) will be selected by the accuser; four (4) will be selected by the Senior Pastor. If the Senior Pastor is being charged the Directors will select instead do the Senior Pastor. The committee will be authorized to call a meeting of the Active Membership in order to present their findings and make recommendations for the disposition of the charge. Disposition of a charge will require a two-thirds (2/3) majority of the Active Membership present at the meeting. A quorum must be established in order for this meeting to proceed.

Section 4 Withdrawal of Membership

A letter of withdrawal signed by the Senior Pastor or designee will be granted by request or upon receipt of a letter from another church stating that a member has joined. A copy will be sent to the member, and the church receiving the member. The letter will state the status and involvement of the member during their time with Blessed Harvest Institute. Members that withdraw can be reinstated according to By-laws Article I – Section 2 – Item 3.

Section 5 Membership Publication

It will be the duty of the Communication Director to maintain the membership roll. The Senior Pastor will review and approve the membership roll at least quarterly. All membership statuses will be published at least annually to all active and inactive members.

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ARTICLE II. Rules of Order

Section 1. Parliamentary Procedure

Parliamentary order shall be defined according to the current publication of Roberts Rules of Order. If necessary a Parliamentarian shall be elected to ensure that procedure and order are maintained.

Section 2. Church Decorum.

All persons worshipping God through Blessed Harvest Institute will reverence God by adhering to the following standards of decorum while in or around the sanctuary of God:

- a. No filthy communication, which includes but is not, limited to cursing of any kind, speaking evil of anyone, denouncing or denying God, lying, and gossiping.
- b. Attire shall not be revealing. Fashion is fine, but shall not be excessive. It should not be anyone's intention to draw attention to themselves. In worship the attention is given to God.
- c. There shall not be any talking in the sanctuary, except prayer, testimony and preaching in preparation for worship. The only time that this is waived is when a meeting or social activity is scheduled. Even during these activities everyone must be mindful that they are in the sanctuary of God.
- d. There shall be no eating or drinking in the sanctuary, except for the Lord's Supper or to maintain those that are ministering to the congregation. For those with infants or children that need attention a lounge area shall be identified for their use.
- e. People are only allowed to walk during selections (musical, dance, or step), or when directed by the worship leader. If there is an emergency and a person needs to exit immediately let this exit be done quietly and discretely to the closest exit. The intent of this item is to ensure that the worship of God is the foremost reason for attendance.
- f. The passing of notes is not necessary in worship. If a person needs to communicate with someone let the message be urgent or relevant to the ministry or worship at hand. In the event that a person must communicate with someone during worship let them either exit the worship and the building according to item E above or pass a written communication via the Hospitality Ministry.

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Section 3. Budgeting

- a. No church or non-member ministry shall be allowed to operate at a deficit. Even with an approved budget the Senior Pastor or Executive Officer along with the Finance Ministry shall cut necessary expenditures to ensure a positive revenue stream. A church or non-member ministry that operates at a deficit shall be supervised by their Apostle or designee in order to correct the deficit and ensure proper management and financial decision making.
- b. Each ministry shall have a Discretionary line item in the budget for the Senior Pastor. This Discretionary line shall be controlled solely by the Senior Pastor, with the knowledge of the Director of the Finance Ministry. This Discretionary line shall only be used when all income and expense objective are being satisfied in accordance with the approved annual budget, and cannot be used when the ministry is behind on the income projections for the Annual Budget. This Discretionary line is not the same as miscellaneous and shall not be used as a miscellaneous line. This Discretionary line is limited to be two and one half percent (2.5%) of the total annual budget.

ARTICLE III. Leadership and Meetings

Section 1. Leadership

In order to qualify to serve in a leadership position a member must have maintained Active Member status for, at least, two (2) consecutive years and complete any prescribed study program or workshop pertaining to the area they will lead. No person will be allowed to function in more than one (1) leadership position at the same time. The leadership positions our churches will include the following but will not be limited to these. Based on the vision and discretion of the Senior Pastor any leadership position that will aid the mission of the church, to lead souls to Christ, can be initiated. A Senior Pastor cannot violate the spirit or fundamental structure outlined in this section without the consent of their Apostle,

1. Apostle

Upon the establishment of at least three (3) churches the Harvest Conference shall meet to select an Apostle, by a majority vote. Refer to Bylaws – Article III – Section 2 – Part 3. The Apostle shall be a Senior Pastor that has an Apostolic calling. There shall be an Apostle elected for every twenty-five (25) churches and/or non-member ministries established. The Apostle shall remain a Senior Pastor; however, they will have oversight of up to twenty-five (25) churches and/or non-member

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ministries. The Apostle shall aid and assist in the growth of the churches and non-member ministries and the establishment of new churches and/or non-member ministries. The Apostles shall chair the Harvest Conference, but shall only have one vote.

When there is more than one Apostle, the Apostles shall elect a Senior Apostle who will have authority over all Apostles, Senior Pastors, Directors, and Leaders. The Senior Apostle shall be elected by a two-thirds (2/3) vote of the Apostles. A quorum must be established.

As long as he shall live and desire to serve Brian Gerard Fite will be the Senior Apostle as the visionary and founder of Blessed Harvest Institute. No vote or action by anyone can remove this right from him.

2. Senior Pastor

Shall be educated and prepared in Ministry academically. Shall be Ex-officio member of all ministries, conferences, boards, and any other organizations that are part of the church. Shall be responsible for the shepherding of all members. The Apostle responsible for a church shall recommend the Senior Pastor to the church, if there is an Apostle. If there is not an Apostle the recommendation will come from the Directors. The candidate for Senior Pastor must demonstrate the gifts and calling of a Shepherd in order to be considered. The individual that is recommended shall function for a minimum of sixty (60) days, before the active membership votes on the recommendation. A Senior Pastor will be constituted by a two-thirds (2/3) majority of the active membership. Once elected a Senior Pastor cannot be voted out. The only way that a Senior Pastor can be removed is by a written recommendation with detailed explanation from an Apostle or a charge is successfully processed against the Senior Pastor (Refer to By-laws Article I – Section 3 – Item 4). Recommendations for disciplinary actions for a Senior Pastor will be addressed in accordance with By-laws Article I – Section 3 – Item 4. The Senior Pastor in question shall not have the right to vote, but may speak to the body before the vote is taken.

3. Pastors (Shepherds)

Pastors must submit to the authority and leadership of the Senior Pastor. The role and responsibilities of Pastors will be determined by their Senior Pastor or designee. Pastors must be trained to perform visitations of all kinds, worship and the sacraments. Pastors are encouraged to seeking training and certification in Clinical Pastoral Education (CPE). Pastors

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must demonstrate productive ministry within and to the church congregation and the community at large. It should be the desire of the church to make pastoral care a full time ministry.

4. Evangelist

The Evangelist will have to train in effective methods of evangelism and demonstrate productive ministry outside of the church congregation. The Evangelist is a minister that will search for those that God is trying to reach by carrying the Gospel to the world. They will lay the groundwork in communities for new churches. In order for evangelist to be effective in their calling the same importance must be given to this ministry as the ministry of Pastors. It should be the desire of the church to make evangelism a full time ministry. Evangelist must submit to the authority and leadership of the Senior Pastor.

5. Prophet / Prophetess

A person who speaks for God and who communicates God's message courageously and obediently. The Prophet's Call - A prophet received his/her call or appointment directly from God. Some prophets, like Jeremiah or John the Baptist, were called before birth <Jer. 1:5; Luke 1:13-16>, but their privilege was not a birthright. Their authority came from God alone whose message they bore <Ex. 7:1>. A prophetic call was a call to liberty and freedom to be oneself <John 8:31-32>. It enabled the prophet to be unaffected by human bias and criticism. The call of the prophet required that he/she not be intimidated or threatened by the audience <Jer. 1:7-8; Ezek. 2:6>. Based on information from Thomas Nelson Bible Dictionary.

This is a calling that is very misunderstood; therefore a portion of the definition from Nelson's Bible Dictionary (above) has been included to bring clarity to this ministry. These persons will have to complete a course of study and participate in significant prayer in order to hear the voice of God. In light of the fact that preaching should be prophetic most people with this calling also have the ability to preach. Prophets and Prophetesses must be certified by their Apostle. Once certified the voice and message of a Prophet/Prophetess can only be silenced by an Apostle.

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6. Deacon / Deaconess

These persons are the only ones that can maintain the altar of God, and all of the elements of that altar, including the pulpit and all areas and elements related to the sacraments. A Deacon/Deaconess shall be a person who is honest, full of the Holy Spirit and has wisdom in accordance with Acts 6:3. Persons for office of Deacon/Deaconess are to be consecrated to this office and serve for life unless there is a character or lifestyle issue. Charges against a Deacon or Deaconess will be addressed by their Senior Pastor. This office is to be understood in the context of the Levitical priest who tended to the altar and sacred elements of worship.

While the traditional standard for this ministry is to have not been divorced. This is a higher standard than that of Pastors, therefore our standard shall be as stated above according to Acts 6:3.

7. Facilities Ministry

Participants in this ministry shall be a person at least twenty-one (21) years old that is honest, full of the Holy Spirit and wisdom. Acts 6:3. This office shall also comply with any and all laws, state or federal, pertaining to the execution of this ministry. The authority of this office shall be that of a person in Trust of all property and business of the church. Any and all agreements and purchases shall be approved and transacted by this ministry and signed by at least two members.

There shall be a Director of Facilities who shall be appointed by the Senior Pastor. This Director shall select the team who will serve under their leadership. There must be at least three (3) members of this ministry. This Director can be removed at the discretion of the Senior Pastor or in accordance with By-laws Article I – Section 3 – Item 4.

8. Finance Ministry

Participants in this ministry shall be a person at least twenty-one (21) years old that is honest, full of the Holy Spirit and wisdom. Acts 6:3. This office shall also comply with any and all laws, state or federal, pertaining to the execution of this ministry. They shall manage and account for all money collected and disbursed by the church. They shall provide on at least a Quarterly and Annual basis full disclosure to the transaction level to the active membership. They shall be responsible for investigating and managing income generating business activities that will aid in funding the ministries. Be advised that the Gospel is not for sale. While we recognize

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that money is a resource needed for the spreading of the Gospel, the Gospel is not to be used to generate money. Internal and external audits will be performed at least annually. A copy of these audits will be given to each member of the Finance Ministry. No church in Blessed Harvest institute will engage in fund raising of any sort. If the church elects to fund raise the church will be removed from Blessed Harvest Institute or the Senior Pastor will be expelled.

There shall be a Director of Finance who shall be appointed by the Senior Pastor. This Director shall select the team who will serve under their leadership. There must be at least three (3) members of this ministry. This Director can be removed at the discretion of the Senior Pastor or in accordance with By-laws Article I – Section 3 – Item 4.

9. Spiritual Development Ministry

Participants in this ministry shall be honest, full of the Holy Spirit and wisdom. Acts 6:3. This ministry is responsible for teaching and preparation of disciples. The objective is to grow the knowledge and spiritual effectiveness of disciples. The objectives must go beyond simply teaching; disciples need to learn and develop in the understanding and execution of signs, wonders and miracles.

There shall be a Director of Spiritual Development who shall be appointed by the Senior Pastor. This Director shall select the team who will serve under their leadership. There must be at least six (6) members of this ministry. This Director can be removed at the discretion of the Senior Pastor or in accordance with By-laws Article I – Section 3 – Item 4.

10. Outreach & Community Care Ministry

Participants in this ministry shall be honest, full of the Holy Spirit and wisdom. Acts 6:3. This ministry is responsible for impacting the world with the love of God. The objective is to provide activities to offer experiences, and to seek to address issues and needs to display the love of God to the community.

There shall be a Director of Outreach & Community Care who shall be appointed by the Senior Pastor. This Director shall select the team who will serve under their leadership. There must be at least three (3) members of this ministry. This Director can be removed at the discretion of the Senior Pastor or in accordance with By-laws Article I – Section 3 – Item 4.

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11. Worship Ministry

Participants in this ministry shall be honest, full of the Holy Spirit and wisdom. Acts 6:3. This ministry is responsible for all aspects involved in worship. All worship will be governed by this ministry. This ministry shall include but not limited to: hospitality, greeters, music, dance, and congregational involvement. The objective is to provide worship that is fresh, impactful and biblically sound. The worshiper should desire to make a commitment to God through Blessed Harvest Institute. This ministry shall manage the process of receiving new disciples during worship.

There shall be a Director of Worship who shall be appointed by the Senior Pastor. This Director shall select the team who will serve under their leadership. There must be at least fifteen (15) members of this ministry. This Director can be removed at the discretion of the Senior Pastor or in accordance with By-laws Article I – Section 3 – Item 4.

12. Health & Wellness Ministry

Participants in this ministry shall be honest, full of the Holy Spirit and wisdom. Acts 6:3. This ministry is responsible for education and opportunities to improve physical health. The body is the temple of the Holy Spirit. Disciples must invest in health and wellness in order to be able to effectively perform service (ministry) for God. This ministry shall also focus on methods of stress management through budgeting and life planning. The objective is to assist disciples and the community to understand the importance of well-rounded healthy living and invest in constructive steps to identify and implement solutions. This ministry shall include the sick and shut-in by displaying love and assisting people to improve their health and wellness condition; physically and mentally. This ministry may need to address counseling to assist people with life issues.

There shall be a Director of Health & Wellness who shall be appointed by the Senior Pastor. This Director shall select the team who will serve under their leadership. There must be at least three (3) members of this ministry. This Director can be removed at the discretion of the Senior Pastor or in accordance with By-laws Article I – Section 3 – Item 4.

13. Communication Ministry

Participants in this ministry shall be honest, full of the Holy Spirit and wisdom. Acts 6:3. This ministry is responsible for all communication channels. This ministry shall be proactive to generate visibility to Blessed

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Harvest Institute by sending press releases, using radio and other free media to inform the community about events and activities. This ministry will also manage internal communication channels to ensure the congregation is informed of events, worship and meetings. Internal communication channels include but not limited to: telephone, email, congregation management software, and church calendar. The objective of this ministry is to foster effective communications while seeking to minimize the use of paper.

There shall be a Director of Communication who shall be appointed by the Senior Pastor. This Director shall select the team who will serve under their leadership. There must be at least three (3) members of this ministry. This Director can be removed at the discretion of the Senior Pastor or in accordance with By-laws Article I – Section 3 – Item 4.

14. Media Ministry

Participants in this ministry shall be honest, full of the Holy Spirit and wisdom. Acts 6:3. This ministry is responsible for the management of all media and sound equipment, along with managing the website and mobile application development and maintenance. This ministry will also be responsible for managing the storage and archival of all recordings. The objective of this ministry is to utilize media to advance Blessed Harvest Institute.

There shall be a Director of Media who shall be appointed by the Senior Pastor. This Director shall select the team who will serve under their leadership. There must be at least three (3) members of this ministry. This Director can be removed at the discretion of the Senior Pastor or in accordance with By-laws Article I – Section 3 – Item 4.

15. Preachers

Preaching is not a ministry. It is a gift to exhort and witness publicly through the proclamation of God's word. Preaching is the presentation of God's Word. Any minister may have the desire to proclaim the Word publicly; therefore we will not restrict the desire to preach to any particular ministry area or calling. However, because of the importance of the Word of God we will require the highest standards on those that desire to proclaim the Gospel in this fashion.

Those who desire to preach are required to complete our course of study, and attend the all required minister's meetings. In order to be a candidate

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to preach all requirements must be fulfilled. Please refer to Appendix A for the process for the ministry calling.

All preaching assignments are at the discretion of the Senior Pastor. No minister may accept an opportunity to proclaim God's word without receiving prior consent from the Senior Pastor or designee. Any minister that does will be subject to disciplinary action.

Transfers

Preaching ministers from other churches may be received on their credentials based on an evaluation from the Senior Pastor or designee.

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Section 2. Meetings

1. Harvest Conference

- Once a year the Harvest Conference will be held. This conference will be a time of sharing, training, and praise.
- Each church will have at least three (3) people on the planning committee. All ministers are required to attend.
- Each church and non-member ministry shall have one voting delegate at this conference. The Senior Pastors and Executive Officer shall each have one vote.
- Shared Ministry Projects – churches and non-member ministries may choose to work together on ministry efforts in order to leverage resources and assist each other to accomplish objectives.
 - At this conference each church and non-member ministry will determine the shared ministries that they will support.
 - A church or non-member ministry can opt not to contribute to any shared ministry. When choosing to opt out of a project the representatives of the church or non-member ministry will not be eligible to vote on any business pertaining to that project, and may not directly benefit from the project unless they contribute in some fashion. They may decide to opt in after the fact, if so their contributions can be a reimbursement for those who have participated.
 - All property that is purchased by, for or through shared ministry shall be the property of Blessed Harvest Institute and shall not be the property of the individual church or non-member ministry that contributed. Property under this circumstance shall be deeded to Blessed Harvest Institute. A church will only own the property that they purchase out right.
 - A church or non-member ministry can also request support for ministries that they are involved in.
- There will be a registration fee for the conference in order to cover the cost of the conference. The planning committee will establish the registration fee. The planning committee must disclose a complete itemized budget including the proposed gifts that will be given to any participant in the Harvest Conference. This budget must be approved by each church and non-member ministry before the Planning Committee can make commitments for the conference.

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- The voting participants in the Harvest Conference shall determine by a majority vote the members of the following committees. Each committee shall have at least one member from each church and non-member ministry. Each committee shall elect a chairperson by majority vote. The Senior Apostle shall have oversight of these committees and can designate a representative to oversee their activities.

Accounting Standards Committee –This committee is to define and enforce the financial accountability standards for all churches and non-member ministries. This committee shall audit each church and non-member ministry at least once every three years. An audit report with recommendations and findings will be given to the church or non-member ministry being audited. This committee shall evaluate the financial practices and provide education on the financial standards and practices of Blessed Harvest Institute for church and non-member ministry leaders, especially those involved in a Charter application in accordance with the Charter Process (Appendix B). These audits shall be part of the official record of the Harvest Conference. This committee shall be responsible for any accounts of the Harvest Conference, especially funds for shared ministry projects. This committee shall address expenditures by a majority vote and report their financial activity to the Harvest Conference.

Church Expansion – this committee shall be responsible for advancing the vision and principles of Blessed Harvest Institute by overseeing the Charter Process to introduce churches and non-member ministries into Blessed Harvest Institute. This committee shall make a recommendation to the Harvest Conference for final approval of Charter status. This committee shall oversee planting and developing new churches and non-member ministries and strengthening existing churches and non-member ministries.

Constitution and Bylaws Committee –This committee shall regularly review the Constitution and Bylaws for updates, restructuring, and corrections. This committee shall also review all recommendations for modifications to the Constitution and Bylaws. All recommendations presented to this committee must be presented to the Harvest Conference with a recommendation from this committee. This committee shall provide information sessions for all churches and non-member ministries to insure that any questions are addressed and that everyone understands the Constitution and Bylaws. This committee shall oversee the ratification process in each church and non-member ministry and

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document the vote of each. The report of this committee shall be part of the official record of the Harvest Conference.

Harvest Bible Institute Oversight Committee – this committee shall oversee the academic activities of Harvest Bible Institute. Harvest Bible Institute shall be the primary training institute for all ministers and ministry workers. This committee shall work to advance the quality of education and training offered through Harvest Bible Institute by investing in equipment and resources necessary to provide a premiere educational experience for all students. The chairperson of this committee shall serve as the Dean of Harvest Bible Institute and manage the operations of this school.

Ministerial Standards Committee – this committee shall be composed of ordained ministers, all Senior Pastors and Executive Officers of non-member ministries. There shall be at least one ordained minister for each Senior Pastor and Executive Officer on this committee. The ordained ministers on this committee shall be elected by a majority vote of the ministers (ordained and ministers in training that are registered for the Harvest Conference). All Ministers in Training, ordained ministers, Senior Pastors, Executive Officers of non-member ministries and Apostles shall be accountable to this committee for their conduct and character. This committee can raise a charge against any minister. Charges against all ministers shall be address by their church in accordance with By-laws Article I – Section 3 – Item 4, except for an Apostle. An Apostle will be tried twice. First as a Senior Pastor within the church they serve; then as an appeal the Harvest Conference shall try an Apostle regardless to the determination of the church. This committee shall define and oversee the development of Ministers in Training and provide continuing education opportunities for all ministers. (Appendix A) This committee shall evaluate all ministers involved in a Charter application in accordance with the Charter Process (Appendix B).

ARTICLE IV. Compensation

This provision is included to offer parameters for the compensation of ministers. Ministry is voluntary and must be performed in response to a calling from God. No minister shall seek to be compensated for the ministry that God has called him or her to. Ministers may be reimbursed for expenses that have been budgeted or have been approved by the Finance Ministry. The only ministry that churches or non-member ministries are required to compensate is the Senior

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Pastor or Executive Officer. There shall not be any mandatory offerings or gifts at any level. The only money raised shall be Freewill Offerings.

Section 1. Apostles and the Planning Committee for the Harvest Conference

This service is voluntary and based on a calling from God. Therefore there shall be no set compensation. The Apostle and the Planning Committee for the Harvest Conference may receive a love offering from the proceeds of the Harvest Conference after all expenses are met.

Section 2. Senior Pastor / Executive Officer

The Senior Pastor shall be compensated in accordance with all State and Federal laws. The Senior Pastor's compensation shall not be less than ten percent (10%) and not more than thirty-three (33%) of the total revenue of the church being served. The compensation shall include a salary, and housing. The church shall be responsible for all expense related to the housing of the Senior Pastor. The church may purchase housing or include a housing allowance for Senior Pastor. In either case the church is responsible for utilities, telephone, maintenance, repairs, furnishings and all other regular expenses that are related to home ownership.

Section 3. All other Ministers

These will serve out of love for God. They may be compensated through the church budget process. As the church can afford to compensate ministers, equal respect shall be given to each ministry.

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Appendix A – Ministerial Standards

For any disciple that feels called to proclaim God’s word and assume the responsibilities of a ministry according to Scriptures and the laws of the United States of America, such as, solemnizing marriage, consecrating communion, baptizing, officiating funerals and weddings, and any other functions of a minister, the Ministerial Standards Committee of Blessed Harvest Institute has defined the following process.

1. The Senior Pastor must determine which of these categories applies to the minister:

Category A – No ministry experience and no formal training

The candidate will be required to complete the program for Preachers at Harvest Bible Institute (HBI) or provide documentation of equivalent training from an approved institution. It is best that the candidate secure approval from the Ministerial Standards Committee before pursuing training at another school. All other training will come from the Senior Pastor or designee on character, how to function as a minister, etc.

Category B – Ministry experience but no formal training

Same as Category A, however the Ministerial Standards Committee can give course credit for ministerial experience toward the completion of the Harvest Bible Institute program for Preachers. This credit must be documented so that the candidate and Harvest Bible Institute are aware so that academic records are complete. The candidate will be required to complete all remaining HBI courses. The committee can only grant credit for 3 classes in this category.

Category C – Ministry experience and some formal training

Same as Category B, however the committee must grant credit for at least the first year of classes in order to accept a candidate into this category. The candidate will be required to complete all remaining HBI courses. The minister will be required to have a mentor, and shadow the mentor to insure that they understand and represent the character of a minister of BHI. The mentor will be determined by the Senior Pastor. The Senior Pastor will inform the Committee of who the mentor is. The mentor will need to submit an acceptable report before the committee can accept the candidate for ordination.

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Category D – Ministry experience and formal training that satisfies BHI standards.

1. The candidate does not have to be ordained by BHI, if the candidate has an ordination that is accepted by the committee. This candidate can receive a license once the following has been completed and accepted:
 - a. The minister will be required to complete the following HBI courses:
 - i. Biblical Exegesis
 - ii. Sermon Preparation
 - iii. Sermon delivery
 - b. The minister will be required to have a mentor, and shadow the mentor to insure that they understand and represent the character of a minister of BHI. The mentor will be determined by the Senior Pastor. The Senior Pastor will inform the Committee of who the mentor is. The mentor will need to submit an acceptable report before the committee can accept the candidate for license.
 - c. In cases of transfers, the candidate must provide a letter of recommendation from their former pastor.
 - d. The candidate will preach in a controlled environment to evidence the interpretation skills and delivery that is expected of BHI ministers.
2. The Senior Pastor will submit a written recommendation to the Ministerial Standards Committee outlining the character and ministry support that the candidate has provided. This recommendation must include information to support the category that the Senior Pastor is requesting for the candidate.
3. There will be an initial meeting with the Ministerial Standards Committee. The Senior Pastor must be present at this meeting. The recommendation of the Senior Pastor will be reviewed and the committee will determine the status and training requirements for the Disciple.
 - a. Once all educational requirements have been successfully completed, the Disciple will enter a 9 month period of seeking God to determine if proclaiming the Word is the direction the minister should take.
 - b. At the end of the 9 month period the minister will meet with the Ministerial Standards Committee along with the Senior Pastor to prepare for the initial sermon and discuss licensing requirements.

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- c. After being licensed, the Minister will be required to do the following:
 - i. Wear a tab collar on communion Sunday, for all visitation performed as a minister of BHI or when instructed by the Senior Pastor or the Ministerial Standards Committee.
 - ii. Meet and visit the disciples of Blessed Harvest Institute.
 - iii. Make regular visits to the hospitals and sick/shut-ins.
 - iv. Conduct regularly scheduled nursing home visits holding bible study and services. If requested, only an ordained minister can offer communion.
 - v. Make regular visits to the jails/prisons. The minister is responsible for researching and completing all necessary requirements to obtain approval to conduct these visits. (Blue cards may be required).
 - vi. Complete the BHI Visitation form documenting each visit (Home, Jail, Hospital, Nursing, etc.). These forms must be signed by an authorized person at the facility visited and submitted within seven days of the visit. When submitted the form must be signed and dated by either Apostle, Pastor Barbara or Pastor Alicia and given to the Director of Ministers to file.
 - vii. Every year the minister must complete the minister self-evaluation form assessing their moral, spiritual and practical performance as a minister over the past year and submit a request to renew license to the Ministerial Standards Committee.
4. When the Senior Pastor has determined that the Minister has satisfied every aspect of their training academically, morally and spiritually; and the 5 year minimum requirement has been met, the Senior Pastor may provide a recommendation for Ordination with documentation of the training and progress of the candidate.
 - a. The Ministerial Standards Committee will have a final review to consider the recommendation of the Senior Pastor and examine the candidate. The committee will accept or reject the recommendation. If the candidate is rejected the committee will provide a written explanation to the candidate and the Senior Pastor. If accepted the minister will become a candidate for Ordination.
5. The Senior Pastor can revoke the standing of any minister within BHI at any time. An Apostle can make recommendation to the Senior Pastor but the Senior Pastor will have the right to decide.
6. All ministers must have a High School Diploma or equivalent. (see the Under Seventeen provision below for active High School students)

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7. All ministers must attend the Discipleship Retreat.
8. All ministers must be an Active Member of a BHI church for at least five years before becoming a candidate for Ordination. In the case of new churches joining BHI through the Charter Process, the Senior Pastor of the chartered church will document the minister's active status in the church and make a recommendation.

Candidates for Ordination:

Upon acceptance by the Ministerial Standards Committee as a Candidate for Ordination the candidate will:

- a. Complete a written examination.
- b. If the candidate passes the written examination with a score of 75 or better they will have an oral evaluation before a Board of Presbyters. This Board will be comprised of Ordained Ministers from the Christian community. If rejected the candidate will have to wait a year before being recommended again; if endorsed an Apostle will determine when all ordinations will be conducted.
- c. Once the candidate completes all requirements and is ready for Ordination, a \$250 fee is required to purchase the standard robe and accessories. This fee must be paid two months prior to the scheduled Ordination date.

All ordinations will be performed by an Apostle with the Senior Pastors assisting. Ordination will be a combined worship with all Licensed and Ordained ministers of BHI being in attendance. Attire will be defined by Apostle.

It is not our responsibility to make you a preacher. We are here to develop what God has already done. Below is a reading list. These books are in addition to the Academic Requirements that you must complete in order to be eligible to preach an initial sermon.

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Required Reading:

Terry Nance, God's Armorbearer 1 & 2

Terry Nance, God's Armorbearer 3: Running With Your Pastor's Vision

Jim Cymbala, Fresh Wind Fresh Fire

C. Gene Wilkes, Jesus on Leadership

Jim Cymbala, Fresh Faith

Tommy Tenney, The God Chasers

**Kimberly L. Smith, Passport Through Darkness

**Thomas Nelson, Extreme Devotion: Voice of the Martyrs

** *current required reading*

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Under Seventeen Preaching Provision

In the Bylaws of Blessed Harvest Institute: Article 3, Section 1, Item 16 – Preachers; states as a requirement of preaching that the candidate has a High School Diploma or accepted equivalent. While we believe that this standard is appropriate it must also be acknowledged that this standard has established an age barrier before younger believers that God may desire to use in this capacity.

Once the student is accepted under this provision by the Ministerial Standards Committee:

The candidate is allowed to preach anywhere with the approval of the Senior Pastor. The Senior Pastor will seek the input of the parents or guardian to insure that the student is maintaining grades and the character of a minister at home and in public.

This exception would be at the discretion of the Senior Pastor. The Senior Pastor has the authority to remove this privilege from any candidate. The parents of the candidate will be involved in the process of development and supervision.

- a. The Senior Pastor shall initiate and oversee this process.
- b. The candidate is required to complete an Essay on the Importance of Integrity and Self-control in the execution of preaching. This essay must include an explanation of why the candidate should receive this privilege.
- c. The candidate is required to present a minimum of 3 practice sermons to Senior Pastor. The Senior Pastor must document progress and fulfillment of all requirements.
- d. Once the Essay, and Sermon Evaluation Process have been satisfactory completed the Senior Pastor will recommend the candidates to the Ministerial Standards Committee for acceptance under this provision.
- e. The candidate will be required to adhere to all direction from the Senior Pastor.
- f. If the candidate does not adhere to all direction and instruction this privilege will be removed. If removed, the candidate shall start the entire process over to be considered for reinstatement.

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Appendix B – Charter Process

Outline for Charter Process

- I. Description of task
- II. Information Package for Charter Candidate
 - a. Candidate will receive
 1. Application
 2. Constitution and Bylaws of BHI
 3. Document of Consent
 - b. Candidate will return
 1. Resume and education verification of Senior Pastor or Executive Officer
 2. Evidence of Incorporation
 3. Financial Reports – determined by Accounting Subcommittee
 4. Document of Beliefs and Practices
 5. Signed Document of Consent
- III. Accounting Evaluation of Charter Candidate
- IV. Theological Evaluation of Charter Candidate
- V. Evaluation of Senior Pastor
- VI. Seal and Certificate of Charter

Description of Task

The task of this committee is to define the process for accepting ministries into the non-profit corporation of Blessed Harvest Institute. Candidate organization will be evaluated in three areas, Financial Management and Accounting, Theology and Purpose, and Qualifications and Ability of the Executive Officer. To be chartered into Blessed Harvest Institute the candidate organization must be well versed and accepting of the principles and beliefs outlined in the Constitution and Bylaws of BHI.

This subcommittee will establish an application package for charter candidates. An overview document will be included that clearly states the naming standard, accounting standards, and the minimum requires for the Executive Officer.

This will be a phased process:

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Candidate for Charter

When a full application package is submitted with all supporting documentation the organization will be considered a Candidate for Charter. This status will allow the Executive Officer to attend Harvest Conference meetings, but have no voice or vote.

Probationary Member

Upon approval of the candidate by the Harvest Conference, the candidate will be placed on probation (six months – one year, to be determined). This probationary period is to allow BHI the opportunity to observe the operations and practices of the ministry before allowing Charter status. During this probationary period the Senior Pastor / Executive Officer will have voice at the Harvest Conference but will not be able to vote.

Chartered Member

Once the probationary period has been completed and a final evaluation has been completed to insure that the ministry is operating according to the standards of Blessed Harvest Institute the Harvest Conference will vote to receive the ministry into Blessed Harvest Institute. As a Chartered Member ministry the Executive Officer and two members will be allowed to vote as part of the Harvest Conference and have full participation privileges.

Recommendations

- 1) Two committees govern the Charter Process, the Accounting Subcommittee for the Ministry Evaluation and the Ministerial Standards Subcommittee.
- 2) The Accounting Subcommittee will evaluate the financial practices and decision-making processes of the applicant ministry. The organizational structure will be reviewed to insure Congregational involvement and open disclosure of information.
- 3) The Ministerial Standards Subcommittee will evaluate the ministers for sound training, character, and a clear understanding of the standard and practices of Blessed Harvest Institute.
- 4) A member of the Church Expansion Committee will function as the coordinator of the application process to insure that both subcommittees have the information that they require. This coordinator will also function as the liaison between the applicant and these subcommittees.

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- 5) The Charter subcommittee will be dissolved.
- 6) The designated member of the Church Expansion Committee will prepare the application packet, which will include the information and applications below, and a copy of the Constitution and Bylaws of Blessed Harvest Institute.
- 7) The Ministerial Standard Subcommittee is new. The scope and responsibility of this Subcommittee will be determined by the Board of Directors, therefore we would like to recommend the following:
 - a) This subcommittee shall be comprised of an odd number of ordained ministers. No less than 3.
 - b) The scope of this subcommittee include the evaluation of all disciples seeking to serve God in any preaching form of ministry, including transfers seeking to use their Christian experience in lieu of obtaining an Associate Degree. This would include Prophetic Ministry.
 - c) To serve as the validating body for all Ministers in Training. Ministers will only be allowed to preach an initial sermon after receiving a recommendation from this committee. Once a recommendation is received the Senior Pastor will determine when the minister will preach. This subcommittee only serves to insure that the basic requirements are met. In the event that the committee and the Senior Pastor disagree on the recommendation for a minister:
 - I) The Committee shall submit their recommendation in writing to the Senior Pastor, candidate minister and the President of the Board of Directors.
 - II) The Senior Pastor shall submit a letter with supporting documentation substantiating their reason for disagreeing.
 - III) If a compromise cannot be achieved, the Senior Pastor shall have the discretion to proceed.
 - IV) No one shall have the right the excuse a minister from the criminal background and credit checks.
 - d) To mentor and or discipline any minister a Senior Pastor refers to the subcommittee. This subcommittee may not engage any licensed minister without a recommendation from the Senior Pastor.

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Charter Application Instructions

Thank you for your interest in becoming a part of Blessed Harvest Institute. Our ministry is only trying to work for God by reaching and preparing disciples to spread the love and power of God through Yeshua the Christ.

Before completing this application it is necessary that you thoroughly read the Constitution and Bylaws of Blessed Harvest Institute. While we are not a denomination we do share beliefs and accounting standards. As a condition of sharing our 501c3 non-profit status:

- 1) This ministry must include Blessed Harvest Institute at the beginning of the legal incorporated name and include Blessed Harvest Institute on stationary, signs and advertising.
- 2) This ministry cannot fund raise, this includes (but is not limited to) selling recordings of services, dinners, raffles, car washes, etc.
- 3) This ministry cannot provide any kind of award or recognition based on monetary contributions.
- 4) This ministry cannot participate in or condone same sex marriages or relationships of any form of sex outside of a marriage covenant of a man and a woman.
- 5) This ministry must be computerized and adhere to all State and Federal laws including all tax laws, using the established accounting software.
- 6) This ministry must be willing to submit to all audits defined in the Bylaws or requested by the Church Expansion Committee.
- 7) This ministry must be willing to provide all financial reports to the Accounting Standards Committee and the Congregation.
- 8) There must be a clearly defined separation between the Senior Pastor and the finances. A Finance Ministry must be in place to account for all money independent of the Senior Pastor. Blessed Harvest Institute is primarily a Congregational polity.
- 9) The Senior Pastor is the head of the ministry and can only be removed for disciplinary reasons.
- 10) This ministry must operate based on a comprehensive annual budget that has been approved by a majority of the active discipleship (membership).
- 11) The Senior Pastor's compensation must be within the guideline of 10 – 33 percent of the annual budget.
- 12) There are no fees or annual dues. The only thing that we require is that this ministry operates in excellence according to the Constitution and Bylaws of Blessed Harvest Institute.
- 13) The Executive Officer (Senior Pastor) must have at least 2 years (Associates Degree) preparation for ministry.

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- 14) The Executive Officer (Senior Pastor) must display a sound understanding of scripture by the Exegetical method.
- 15) The Executive Officer (Senior Pastor) must display a sound understanding of the structure, standard, vision and mission of Blessed Harvest Institute and be inspired by God to adhere to them.

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Application for Ministry Charter

Please complete every question to the best of your ability. Use additional paper if necessary. Number each response with the corresponding number of the question. All information must be typed. This application will not be processed until all supporting documentation is received.

Ministry Name:

(The legal name will be Blessed Harvest Institute of "with the city you are located in. Non-member Ministries will use the name of the ministry in the place of the city location.)

Ministry Address:

- 1) Please provide an organizational description of how money is handled and deposited on this ministry.
- 2) Please provide an organizational chart for your ministry.
- 3) Please provide a description of how expenses are managed.
- 4) Please provide a Balance Sheet and Financial Statements for the last 3 years. If this ministry has not been established for 3 years, please provide projected budgets to cover a 3 year period.
- 5) Please provide the Minutes of the Church Meeting with a Resolution to become a part of Blessed Harvest Institute.
- 6) Please provide the mission and vision statements for this ministry. This will include the overall mission of the ministry and the specific plans to achieve these objectives. Please include the current number of disciples (members)
- 7) Please provide a worship schedule.
- 8) How many years has this ministry existed. _____
- 9) Is this ministry incorporated? Yes or No If so, which state? _____
- 10) Is there a denominational affiliation? Yes or No
- 11) Do you have any financial obligations to any religious organization? Yes or No
- 12) After reviewing the Constitution and Bylaws of Blessed Harvest Institute, please submit any questions that you have.

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By affixing your signature to this application you are confirming your request to become affiliated with Blessed Harvest Institute. Your ministry is consenting to be governed by the Constitution and Bylaws of Blessed Harvest Institute.

Senior Pastor

Trustee

Constitution and By-Laws
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Application for Ministerial Transfer Acceptance

Please complete every question to the best of your ability. Use additional paper if necessary. Number each response with the corresponding number of the question. All information must be typed. This application will not be processed until all supporting documentation is received.

Minister's Name

Minister's Address

Telephone Number(s)

() _____ - _____ Home

() _____ - _____ Office

() _____ - _____ Cell

Marital Status: Single Married Divorced Widowed

How many times have you been married? _____

How many children do you have? _____

Initial Sermon Information:

Date: _____ (Please include year)

Location: _____

Pastor: _____

Telephone Number () _____ - _____

- 1) Have you been ordained? Yes or No
If so, please provide a copy of your ordination certificate or the contact information for the ministry that ordained you.
- 2) Have you ever been dismissed or disciplined for conduct not becoming a minister? Yes or No

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If yes, please provide detailed information explaining the situation. (use additional paper).

- 3) Please provide a comprehensive professional resume. Include formal education, training, and work experience.
- 4) Please provide a comprehensive ministerial resume. Include formal education, training and labor for the Kingdom of God. (please provide dates, church name, address, telephone number and contact person)
- 5) What is your ministerial calling? _____
- 6) Please provide a 3-5-page essay (typed – double spaced) on how you can assist the vision and mission of Blessed Harvest Institute.
- 7) Please provide 3 ministerial references not related to you. Include name, church, address, and telephone number.
- 8) Are you willing to submit to a criminal background and credit check?
Yes or No

(Refusal to comply with these screenings will mean immediate denial of this application. Blessed Harvest Institute must be allowed to validate your personal financial management and criminal history)

By affixing your signature to this application you are confirming your request to become affiliated with Blessed Harvest Institute. You are consenting to be governed by the Constitution and Bylaws of Blessed Harvest Institute.

Applicant