



IFM • SEI
international falcon movement
socialist educational international

International Committee 2018/20iv

15-16 June 2018
Brussels, Belgium

Candidate membership application - VACK

Candidate membership application - Volunteer Action for Change Kenya (VACK)

Organisational overview

Permanent headquarters: Nairobi, Kenya
Established: April 2013
Website: www.vakjitolee.org
Number of members: 100

Application documents submitted:

- A completed membership application form
- Statutes, aims and principles and other governing documents of the organisation in either English or Spanish
- A resolution passed by a statutory body of the organisation accepting the aims and principles and constitution of IFM-SEI
- A recent activity report and/or annual report
- A recommendation from an existing member organisation if possible

Additional documents (not requested):

- Charter for Effective Volunteering

Criteria for IFM-SEI membership:

1. Accept the aims and principles and constitution of IFM-SEI
2. Be primarily by and for children and young people and hold regular activities with them
3. Undertake educational work using non-formal education methodology
4. Ensure participation of children and young people in your decision-making structures
5. Ensure gender equality in your structures and activities
6. Have a democratic structure with the governing documents sent to the IFM-SEI in Spanish, French or English
7. Not be a member of any other international organisation that goes against the aims and principles of IFM-SEI





IFM-SEI membership application form

Components of a completed application:

1. Statutes, aims and principles and other governing documents of the organisation in either English or Spanish
2. A resolution passed by a statutory body of the organisation accepting the aims and principles and constitution of IFM-SEI
3. A summary of recent activities
4. The membership application form
5. A recommendation from an existing member organisation if possible
6. Send all documents to contact@ifm-sei.org

All members and candidate organisations must:

- Accept the aims and principles and constitution of IFM-SEI
- Be primarily by and for children and young people and hold regular activities with them
- Undertake educational work using non-formal education methodology
- Ensure participation of children and young people in their decision-making structures
- Ensure gender equality in their structures and activities
- Have a democratic structure with the governing documents sent to the IFM-SEI in Spanish, French or English
- Not be a member of any other international organisation that goes against the aims and principles of IFM-SEI

Note: The application must be completed in either English, Spanish or French

Part 1: Contact details

Name of the organisation and, if any, acronym of the organisation	Volunteer Action for Change Kenya
Permanent headquarters	Buruburu Phase two, Nairobi Mumias South road Epren Centre Building 3rd Floor, Suite 17
Postal address, if different from headquarters address	P.O. Box 1376-00515 Buruburu, Nairobi
Contact phone number(s)	+254770050626
Name and position of contact person	Fanuel Ayumba Communication & Partnership Officer
E-mail address	info@vakjitolee.org
Website	www.vakjitolee.org



Part 2: Aims and activities

a) Summarise the aims and purposes of your organisation.

Volunteer action for change (VACK) is a non-governmental organization founded to offer equal opportunities to the vulnerable groups of people to actively participate in the nationals' development process through volunteerism. This would together with volunteerism enthusiasm bring people from different cultures work together towards achieving a common goal of having a just and sustainable society.

VACK provides services to communities using volunteerism approach and enhances the development process and service delivery of community development initiatives. This further promotes peace understanding, justice, and development and information exchange at the national and international levels.

VACK promotes community sustainable development through:

- **Volunteer services** i.e. placement of volunteers at all areas of need. This in event enables us to serve different community initiatives across Kenya that are in need.
- **Capacity building** i.e. training individuals, organized community groups, organizational development among others.
- **Enterprise development**, training groups of youth and women focusing on business development, micro-finance and social entrepreneurship skills development.
- **Youth Mobility and Exchange**, we provide opportunities to the youth across the world to serve in different community projects, something that helps them to exercise their skills, knowledge and competences hence self-confidence for further effective participation in community development.
- **Vocational skills development**. We empower our partner organizations to develop and improve on skills; we attach training centres to our partner organizations and empower them to train youth for employability skills. We also implement our YELD-P (Youth Empowerment and Leadership Development-Program) under this, the program aims at enhancing skills development, critical awareness and creating opportunities for youths.where

VACK mission is to improve and spearhead the safe and wellbeing of the communities we serve through volunteering interventions.

Our vision is Volunteerism for uncompromising sustainable development.

Strategic objective: To recognize young people and women as a valuable resource to society development, and upholding their rights to participate in the development of policies affecting them by means of a continuous structured dialogue with young people, women and youth organisations.

Objectives

- To promote the active citizenship, social inclusion and solidarity of all young people
- To develop and promote viable voluntary service opportunities for both local and international volunteers thus actively contributing to the development of the society
- Supporting development of experimental projects and programmes to try out new and innovative ideas and to exchange good practices for the youth.
- Enhance the mobilization of resources in realizing sustainable community development



initiatives

- To create awareness and sensitize local communities, especially women and youth concerning environment friendly development.
- To assist community resource centres to overcome their challenges and establish viable activities
- To promote responsible attitudes for HIV/AIDS Prevention and Care by increasing the level of awareness especially among the youth
- To assist community institutions and organizations to Promote and Deliver sustainable services in education, skills development, health, leadership training, ICT development, entrepreneurship and agriculture

b) Give examples of your recent projects and/or activities

1. Establishment of a community centre in conjunction with Ukweli farmers' educational centre where we equipped it with ICT tools to aid in promoting the literacy of the local children and community youths to be able to become computer literate.
2. Set up of the KCEP career centre with aim of building the skills of youngsters that are in line with the needs of the local labour market.
3. Enhanced the conservation activities at the coast of Kenya by engaging school children in conservation activities of Shimba Hills forest and the clean-up exercise of the Kwale town.
4. Enhance the delivery of social services through deployment of volunteers to children centres in Kenya including Canaan Orphanage, Njiru progressive centre and Benava Children Centre.
5. Actively participated in placement of volunteers in informal schools especially in slums in Nairobi and Mombasa to assist in the process of academic development of school children in these areas. This has resulted in improved learning environment as well as created more linkages for the children, local staff and the volunteers for continuous engagements.
6. We have managed to training over 150 young people who are now actively engaged in training community organization across Kenya.
7. We facilitated the sending of two underprivileged local young volunteer to volunteer for six months in Italy and Hungary. We continuously offer opportunities to the youths to explore and be active participators.
8. We are running a program for schools that involves career guidance and exploration where the students are guided through the process of career choices, the demands of the job market and what is expected of the after school. This enables them to have an opportunity to interact with professionals' in the career line they want to pursue in life and practical mentorship at a much early time
9. We have also facilitated a team of 35 young people who went for study visits in different countries and they all came back with great insights and ideas that will transform the way youth engagements are going to be done in Kenya.



c) Please describe in general your next year planning of activities and/ or projects

In the coming year we have planned the following activities:

1. Rehabilitation of Canaan Orphanage and School in Mombasa to have the best environment for the growth and development of the children
2. Support the setup of new training programs in Marianne vocational centre that caters for skills development needs of youths with intellectual disability (Mild mental disability)
3. Deployment of 150 volunteers across community projects in Kenya, this as a result improve the process of service delivery
4. With other partners we shall be coming up with a mobile application aimed at promoting youth entrepreneurial ideas and products as a result connecting them to available markets.
5. Facilitate at least 50 young people from Kenya to participate in exchange programs and study visits.
6. We have plans to have 50 schools access our career guidance and education programs.
7. Organize an Anti-FGM campaign and sensitization program in Oloitoktok in partnership with our local partner.

d) Which educational aspects do you work on in your organisation?

Human and children's rights	Creating awareness among the local communities and stakeholders on the rights of the children with our focus being on orphans and vulnerable children
Social inclusion	Through our YELD-Program our target is to ensure that the young people of Kenya across all communities have access to all available opportunities regardless of their tribe, education level, region or location. We enable them to acquire the relevant skills and connect them to available resources.
Gender equality	All our projects emphasize on the principle of gender sensitivity. We believe in equal opportunities for all and we empower local communities to embrace the provisions of the Kenyan constitution towards the realization of gender equality.
Sexual diversity	School programs have been developed where we work closely with school on sexual education and development. We also work closely with local organization that serve the interest of young mothers
Sustainable development	All our activities are generated from the grassroots



	due to our believe in local solutions to the socioeconomic challenges facing specific communities. We believe in working together and allowing communities to take up project ownership thus we build their capacity to ensure that the projects being implemented are sustainable and are able to continue through local engagements.
Peace	Peaceful coexistence is instrumental in the realization of sustainability in the development process. In a nation that is very culturally diverse we empower communities for coexistence and cohesion through organizing national workcamps where young people drawn from different communities come together to engage and speak in one language of one nation one people.
Youth policy	As an organization we have been actively involved in the design and evaluation of the existing youth policies both at national and county governments. We are among the organization that are now reviewing the national youth policy that has been in place for the last ten years that we expressed our reservation to the government since it was not reflecting and addressing the current needs and challenges facing young people in Kenya. As we work together with the youth across Kenya, we usually bring to their what they need to be aware of and what the policies are addressing
Political participation	We encourage the population to engage in wise decision making and offer relevant civic education when called upon.
Anti-racism	We encourage equal treatment of all people at all levels within the society. The organization activities are open to all volunteers from across the world, who is interested in being part of the process.
Other (please specify)	
Other (please specify)	

Part 3: Structure of the organisation

Date of registration or date of establishment	The organization was founded in April 2013 We were legally registered in September 2015
Number of members	50 Community project 100 Individual members



	20 Learning institutions
Number of regions the organisation is active in	Active across Kenya and working with one project in Uganda

Is the organisation affiliated with another international organisation or institution? If yes, which?	<p>We are working with a number of international organizations to be able to realise the local community goals</p> <ol style="list-style-type: none"> 1. Arm in Arm Volunteers - Canada 2. Cooperating Volunteers - Spain 3. CESIE - Italy 4. MCC - Slovenia 5. SMK University of Applied Social Sciences - Lithuania 6. Witchita State University - USA 7. SVI (Service Volontaire International) 8. Amaidi - Germany 9.
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Describe the structure and the decision-making process in your organisation (governing bodies, elections, etc.). Mention also the number of women in statutory bodies of the organisation:

Council of members that brings together all members of the organization. This is the decision making organ of the organization. Most of the community groups that are members of the organization are women groups (25 women groups, 15 youth groups and 10 self-help groups). Apart from the women groups all the other groups have to full file the requirements of have membership of both gender and that no one gender will take up over 2/3 of the leadership positions in the group.

Board of directors that are elected by members to serve on a period of three years. They come up with policies that have to be approved by the council of members before they are implemented. They supervise the secretariat. We have a team of seven members of the board with four being male and three female. Elections of board members are done every after three years where members decide who they want to lead the organization

Secretariat consists of nine members who are involved in the day to day running of the organization. They ensure that the programs and policies designed are implemented and meet the set standards.



Describe how children and young people are involved in the decision-making process of the organisation:

The board of directors consists of four members who are below the age of 30 years hence giving out a clear indication of the trust that members have in the youth. We also have a slot for youth representation on the board. Since most of our activities focus on the needs of children and young people the representatives work closely with community initiatives to collect their views as well as get to know what they want to implemented which is then presented to the board for discussion.

As an organization we design project initiatives together with the members of the local community so that they have the final say on what they want to see at the end of the project.

We pride of having a young staff with 80% of our staff members being below the age of 33 years.

Part 4: Declaration

We declare that we have answered the questions contained in this form to the best of our knowledge and that if granted candidate status, our organisation will act in accordance with the aims, principles and constitution of the IFM-SEI.

The undersigned is duly authorised to sign this declaration on behalf of the organisation.

Fanuel Ayumba
Communication & Partnership Officer

Buruburu, Nairobi-Kenya

Signature

Name and position

Place and date

THE COMPANIES ACT
(Chapter 486, of the Laws of Kenya)

COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE
CAPITAL

MEMORANDUM

AND

ARTICLES OF ASSOCIATION

OF

VOLUNTEER ACTION FOR CHANGE KENYA

Incorporated this 18 day of August 2014

DRAWN BY

KAKAI MUGALO & COMPANY
ADVOCATES,
CORNER HOUSE, 9TH FLOOR,
KIMATHI STREET,
P.O. BOX 35178-00200,
NAIROBI

THE COMPANIES ACT
CHAPTER 486 OF THE LAW OF KENYA
PRIVATE COMPANY LIMITED BY GUARANTEE

MEMORANDUM OF ASSOCIATION

OF

VOLUNTEER ACTION FOR CHANGE KENYA

1. The name of the Company is VOLUNTEER ACTION FOR CHANGE KENYA.
2. The Registered office of the Company will be situated in the Republic of Kenya.
3. The objects for which the Company is established are:
 - a. To improve youth and women enterprise capacity through training.
 - b. To develop and promote viable voluntary service opportunities for both local and international volunteers thus actively contributing to the development of the society.
 - c. To develop and support a national volunteering infrastructure that ensures best practice in volunteering
 - d. Enhance the mobilization of resources in realizing sustainable community development initiatives.
 - e. To create awareness and sensitize local communities, especially women and youth concerning environment sustainability.
 - f. To assist community resource centres to overcome their challenges and establish viable activities.
 - g. To promote responsible attitudes for HIV/AIDS Prevention and Care by increasing the level of awareness especially among the youth.
 - h. To assist community institutions and organizations to Promote and Deliver sustainable services in education, health, leadership training, ICT development and agriculture.
 - i. To assist young people in their personal and social development so as to encourage growth in self-esteem and confidence and help young people to learn from their experiences and cope with positive and critical feedback.
 - j. To help young people to participate in the life of the Unit, to express their views and play an active part in their planning and management of their own activities



- k. To help young people to gain a greater understanding and respect for their own traditions and those of others by engaging in programmes that reflect the principles of equality, diversity and inter dependence.
- l. To exercise a counseling, mediation and reconciling role within and between corporate members, fellowships and/or other groups in society.
- m. To invest, acquire and dispose by purchase, donation, lease, exchange or by any other legal means, movable or immovable properties for use in facilitating the achievement of the objectives of the organization.
- n. To practice such sound internal governance and relationship with third parties as are consistent with partnership principles.
- o. To undertake other function that is right and just in the judgment of the foundation.
- p. To organize and promote groups of individuals, societies, clubs, and other organizations, to further the objects of the organization and in particular to offer Associate-ships to members of the public supporting the objects of the organization and charge an annual subscription for these privileges and such associates to be entitled to services form the organization either free or at a reduced charges as shall be decided form time to time by the organization. Such associates shall have no rights to attend or vote at the organizations meetings or otherwise be involved in the management of the organization.
- q. To raise funds to support the objects of the organization by way of subscriptions, donations, sponsorships charges for services, and any other means and in particularly by means of education.
- r. To seek Government of Kenya's assistance in achieving the objects of the organization.
- s. To acquire by purchase, lease exchange or otherwise, land or buildings of any tenure or description and estates of interests therein and to have rights offer or connected therewith and to run the same to account as may seem expedient.
- t. To exchange, let, lease, or otherwise mortgage, give in lieu, sell, dispose or turn to account, grant rights and privileges in respect of or otherwise deal with all or any part of the property and rights of the organization.
- u. To borrow or raise money in such a manner as the organization shall think fit and to secure the repayment of any money borrowed, raised or owing by mortgage, upon the whole or any part of the organization's property or assets (whether present or in future) including its uncalled capital and also by similar mortgage, charge or lien to secure and guarantee the performance by the organization of any obligations or liabilities it may undertake.
- v. To open a branch or branches for all or any of the activities as aforesaid in any part of the Republic of Kenya.

- w. To enter into partnerships or into any agreement whether perpetual or terminable for union of interests, joint adventure, reciprocal concession or co-operation with any person, firms, associations or companies carrying on or engaged in any activities which the organization is authorized to conduct or engage in activities or courses which may seem to the company capable of being conducted as directly or indirectly to benefit the organization.
- x. To remunerate (by cash or other assets or in any other manner) persons, firms, associations or companies for services rendered or to be rendered and to act as trustees for the members or subscribers or to agree to subscribe absolutely conditionally. To procure by agreement to promote subscriptions for the organization.
- y. To grant pensions, allowances, gratuities and bonuses to the employees or ex-employees of the company or such persons who have given honorary services to the organization and wish to support or subscribe to any charitable or other institutions, clubs, societies or funds.
- z. To hold or promote competitions of any description authorized by law, which may be calculated to increase the activities of the organization.
- aa. To pay out of the funds of the organization all costs, charges and expenses, preliminary and incidental to the promotion, establishment, registration and advertising of the organization and raising its funds.
- bb. The membership fee shall be determined by the Board of Directors from time to time as they may see fit.
- cc. To build strategic alliances and relationships with kindred organizations nationally and world-wide and learn from experiences in workshops, seminars and individual discussions, and through published good practice guidelines of different aspects of code implementation, monitoring and verification and also to provide training on project formulation, implementation, post implementation management process and evaluation.
- dd. To collaborate with other professional bodies, non-governmental organizations, government ministries, donors and private bodies with similar objectives in formulating sustainable, environmentally sound and integrated development in reduction industry.
- ee. To promote in any manner possible to the highest standards of environmental management and conservation consistent with the national and applicable international policies and for that purpose finance, establish, manage and provide assistance for lectures, environment-friendly cultural activities within or outside Kenya by way of grants, contributions, donations, prizes, sponsorships, bursaries, scholarships or endowments or otherwise.
- ff. To assist when and if funds permitting the poor and needy people and to provide emotional, pastoral, legal, monetary, medical and generally material support and assistance

to such people, their widows, widowers, children orphans, relative and any other dependants.

- gg. To take such steps by personal or written appeals, public meetings, or otherwise as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the organization in the form of endowments, and to promote, assist in the promotion of or otherwise participate in such other things as have for their object the raising of money for purposes of achieving the goals of the organization.
- hh. To apply to any international bodies, governments or authorities, public organizations, corporations, companies or persons for and to accept grants of money and of land, donations, gifts, subscriptions and other assistance with a view to promoting the objects of the organization and, in special trust which shall be consistent with the objects of the organization.
- ii. To promote or assist in the promotion of any company or association having objects similar to the objects of the organization, and also with any company or association whose objects are calculated either directly or indirectly to benefit the organization.
- jj. To subscribe to any local or other charities, and to grant donations for any public purpose.
- kk. To grant pensions, allowances, gratuities and bonuses to, and to provide a superannuation or any other fund or funds for the employees of the organization or otherwise to assist such employees, their spouses and or children with bursaries and subsistence grants.
- ll. To borrow or raise any money that may be required by the organization upon such terms and upon such security as may be stipulated.
- mm. To secure the repayment of any money borrowed, raised or owing and the performance of any obligation undertaken by the organization by mortgage, charge or lien upon any or all of the property and assets of the organization, both present and future.
- nn. To draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, warrants, debentures and other negotiable or transferable instruments.
- oo. To invest the moneys of the organization not immediately required in such manner as may from time to time be determined.
- pp. To lend money to such persons and for such purpose and upon such terms as may be consistent with the objects of the organization and to guarantee the performance of any contract or obligation and the payment of any money of or by any such person.
- qq. To amalgamate with any other association having objects substantially similar to those of the organization.

- rr. To facilitate the provision of all forms of adult education and development education at the local level, and in this regard provide counseling services to individuals as well referral services on health, literacy issues, strategic and gender issues.
- ss. To lobby for the recognition and protection of the rights of the people of Kenya not be discriminated against at work, or in social, cultural, educational or such like institutions whatsoever by reason of their gender and condition.
- tt. To lobby for legislative reform and initiatives and generally undertake advocacy work in all areas affecting the people of Kenya.
- uu. To employ specialist whenever necessary for furthering the objects and purposes of the organization.
- vv. To purchase, take on lease or exchange or otherwise acquire any movable property in Kenya or elsewhere for any estate or interest whatsoever, and rights, privileges over or in respect of any property and any buildings, machinery, engines, plant, live and dead stock or things whatsoever.
- ww. To sell, improve, manage, develop, exchange, lease, mortgage, and dispose of, turn to account or otherwise deal with all or any part of the property rights of the organization.
- xx. To do, in any part of the world, all such other things as may be conducive or incidental to the attainment of the above objects.
- yy. The organization shall not support with its funds or Endeavour to impose on or procure the observance by its members or others of any regulations which, if not provided as any object of the organization, would make it a Trade Union.
- zz. The organization shall not support or participate in any activity of a political nature but the members may freely exercise their constitutional rights to comment on political and other matters in their personal capacity and the organization may comment publicly or privately on any matter of a political nature, which affects the activities of the organization.
- aaa. The income and property of the organization whomsoever derived shall be applied solely towards the promotion of the objects of the organization as set forth in this Memorandum of Association and no portion thereof shall be paid or transferred, directly or indirectly, by way of dividend, gift, divisions, bonus, or otherwise howsoever by way of profit to the members of the organization, which is a non-profit making and non-profit distributing organization.
- bbb. If upon the dissolution of the organization there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members but shall be disposed of by way of donation to some charitable body or bodies having objects similar to those of the organization, and which shall prohibit the distribution of its or their income and property amongst its or their members to an extent at least as great as is imposed on the organization under or by virtue

of clause 6 hereof; of clause 6 hereof; such charitable body or bodies shall be determined by the Directors of the organization at or before the time of dissolution; and if and so far as effect cannot be given to the aforesaid provisions, then to some charitable objects to be determined by the Directors.

ccc. No addition, alteration or amendment shall be made to or in the provisions or regulations contained in the Memorandum or Articles of Association for the time being in force, unless the same shall have been previously submitted to and approved by the Registrar of companies.

ddd. Every member of the organization undertakes to contribute to the assets of the organization in the event of its being dissolved while he or it is a member, or within one year from his or its ceasing to be a member, for payment of the debts and liabilities of the organization contracted before he or she ceases to be a member, and the costs, charges and expenses of such dissolution and for the adjustment of the rights of the contributories among themselves, such sum as may be required.

eee. No addition, alteration or amendment shall be made to or in the provisions or regulations contained in this Memorandum of Articles of Association for the time being in force unless the same shall have been previously submitted to and approved by the minister of the Government of the Republic of Kenya for the time being entrusted with control of the matters of and relating to limited companies.

4. The Organization shall not support with its funds or endeavor to impose on or procure the observance by its members or others of any regulations, which, unless provided as an object of the Organization, would make it a Trade Union.
5. The Organization shall not support or participate in any activity of a political nature but the Members may freely exercise their constitutional rights to comment on political and other matters in their personal capacity and the Organization may comment publicly or privately on any matter of a political nature, which affects the activities of the Organization.
6. The income and property of the Organization whensoever derived shall be applied solely towards the promotion of the objects of the Organization as set forth in this Memorandum of Association and no portion thereof shall be paid or transferred, directly or indirectly, by way of profit to the members of the Organization, which is non-profit making and non-profit distributing Organization. **PROVIDED THAT** nothing herein shall prevent the payment, in good faith, of reasonable and proper remuneration to any director, officer or servant of the Organization or to any member of the Organization, not prevent the payment of interest at reasonable rates on money lent, or reasonable and proper rent for premises demised or let by any such member to the Organization. **PROVIDED FURTHER** that nothing hereinbefore contained shall prevent any payment to any company of which a Director, officer or servant of the Organization may be a Director, member or shareholder, and such person shall not be bound to account for any share of profits he may receive in respect of such payment.

7. If upon the winding up or dissolution of the Organization there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members but shall be disposed of by way of donation to some charitable body or bodies having objects similar to those of the Organization, and which shall prohibit the distribution of its or their income and property amongst its or their members to an extent at least as great as is imposed on the Organization under or by virtue of clause 6 hereof; such charitable body or bodies shall be determined by the directors of the Organization at or before the time of dissolution; and if and so far as effect cannot be given to the aforesaid provisions then to some charitable objects to be determined by the directors.
8. No addition, alteration or amendment shall be made to or in the provisions or regulations contained in the Memorandum or Articles of Association for the time being in force, unless the same shall have been previously submitted to and approved by the Registrar of Companies.
9. The Seventh and Eighth clauses of this Memorandum contain conditions on which a license may be granted by the Minister to the Organization authorizing it to dispense with the word "**Limited**" in its name.
10. Every member of the Organization undertakes to contribute to the assets of the Organization in the event of its being wound up while he or it is a member, or within one year from his or its ceasing to be a member, for payment of the debts and liabilities of the Organization contracted before he or it ceases to be a member, and the costs, charges and expenses of such winding up, and for the adjustment of the rights of the contributories among themselves, such sum as may be required not exceeding Kenya Shillings One Thousand.

We, the several persons whose names, addresses and occupations are subscribed hereunder, are desirous of being formed into an Organization in pursuance of this Memorandum of Association.


Names, Postal Addresses and
Description of Subscribers

Signatures of Subscribers

MICHAEL MUSYOKA
P.O.BOX 1376-00515
BURU BURU
NAIROBI



FAITH NTHENGE
P.O.BOX 23918-00100
NAIROBI



FANUEL AYUMBA
P.O.BOX 1376-00515
BURU BURU
NAIROBI



Dated this 18/08/2014 day of August

2014

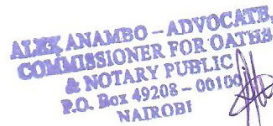
WITNESS to the above signatures: -



ALEX ANAMBO - ADVOCATE,
COMMISSIONER FOR OATHS
& NOTARY PUBLIC
P.O. Box 49208 - 00100
NAIROBI

CERTIFICATE UNDER THE COMPANY REGULATIONS

It is hereby certified that the above Memorandum of Association of "Volunteer Action For Change Kenya" was reproduced by the process of XEROGRAPHY.



ALEX ANAMBO - ADVOCATE,
COMMISSIONER FOR OATHS
& NOTARY PUBLIC
P.O. Box 49208 - 00100
NAIROBI

THE COMPANY ACT
(Chapter 486, Laws of Kenya)
COMPANY LIMITED BY GUARANTEE
AND NOT HAVING A SHARE CAPITAL

ARTICLE OF ASSOCIATION

OF

VOLUNTEER ACTION FOR CHANGE KENYA

Application of Table “C”

1. The Regulations contained in Table “C” in the First Schedule of the Companies Act (Chapter 486) shall apply to the Institute in so far as the same are not varied by, or reproduced in these Articles of Association.

INTERPRETATION

2. In these Articles unless there be in the context anything inconsistent therewith:

“The Organization”	Shall mean the “Volunteer Action For Change Kenya”
“The Act”	Shall mean the Companies Act (Chapter 486 of the Laws of Kenya), and every other Act incorporated therewith, or any Act or Acts substituted therefore, and in the case of any such substitution the references in these presents to the provisions of the act shall be read as references to the provisions substituted therefore in the new Act or Acts.
“The Members”	Shall mean the persons registered as such pursuant to the provisions of these Articles.
“The Chairman” and “The Vice Chairman”	Shall mean the person Nominated pursuant to the provisions of these Articles to those offices respectively.
“The Board”	Shall mean the Board of Directors of the Organization appointed pursuant to the provisions of these Articles.
“The Executive Director”	Shall mean the person appointed to that office pursuant to the provisions of these Articles.
“The Secretary”	Shall mean the person appointed to that office pursuant to the provisions of these Articles.
“Special Resolutions”	Shall mean a resolution passed by a majority of not less than two-thirds of the members for the time being voting in person or by proxy at a General Meeting of which notice specifying the intention to propose the Resolution as a special Resolution has been duly given.

Words imparting the singular number include the plural and vice-versa.

Words imparting masculine gender include the feminine and vice-versa.

Words imparting persons include bodies corporate.

MEMBERS

3. The founding subscribers shall be members of the Organization.
4. Further Members may from time to time be admitted by the Board.
 - a) Any member who wishes to retire shall signify his wish in writing to the Secretary and thereupon his name shall be removed from the register of members and he shall be deemed to have retired, without prejudice however to his continuing liability as guarantor for one year thereafter as provided by clause 10 of the Memorandum of Association.
 - b) The Organization on a majority vote of the Directors present at a Board Meeting and voting by ballot may terminate the membership of any member who in the opinion of such majority brings serious discredit upon the Organization or seriously endangers its welfare and progress. No such action shall be taken by the Board without first giving the Member concerned reasonable notice and the opportunity for a personal hearing before the Board if the Member shall so desire.

GENERAL MEETINGS

5. The Organization shall in each year hold a general meeting as its Annual General Meeting (Annual Conference of Members) in addition to any other meetings in that year, and shall specify the meeting as such in the notices calling it; and not more than fifteen months shall elapse between the date of one Annual General Meeting of the Organization and that of the next.

PROVIDED THAT so long as the Organization holds its first Annual General Meeting within eighteen months of its incorporation, it need not hold it in the year of its incorporation or in the following year. The Annual General Meeting shall be held at such time and place as the Board shall appoint.

6. All General Meetings other than Annual General Meetings shall be called Extraordinary General Meetings.
7. The Board may, whenever it thinks fit, convene an Extraordinary General Meeting, and Extraordinary General Meetings shall also be convened on such requisition, or, in default, may be convened by such requisitions, as are provided by section 132 of the Act. If at any time there are not within the Republic of Kenya sufficient Directors capable of acting to form a quorum, any Director or any two members of the Organization may convene an Extraordinary General Meeting in the same manner as nearly possible as that in which meetings may be convened by the Board.

NOTICE OF GENERAL MEETINGS

8. All General Meetings of the Organization shall be called by Notice of at least twenty-one days. The notice shall be exclusive of the day on which it is served or deemed to be served and of the day for which it is given, and shall specify the place, the day and the hour of the meeting and, in case of special business, the general nature of that business shall be given, in the manner hereinafter mentioned or in such other manner, if any, as may be prescribed by the Organization in general meeting, to such persons as are, under the Articles of the Organization, entitled to receive such notice from the Organization:

PROVIDED THAT a meeting of the Organization shall, notwithstanding that it is called by shorter notice than that specified in this Article be deemed to have been duly called if it is so agreed: -

- a) In the case of a meeting called as the Annual General Meeting, by all the members entitled to attend and vote thereat; and
 - b) In the case of any meeting, by a majority in number of the members having a right to attend and vote at the meeting, being a majority together representing not less than ninety-five per cent of the total voting rights at that meeting of all the members.
9. The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate the proceedings at that meeting.
10. All business shall be deemed special that is transacted at an Extraordinary General Meeting, and also all that transacted at an Annual General Meeting, with the exception of the consideration of the accounts, balance sheets, and the reports of the Directors and Auditors, the election of the Board in the place of those retiring and the appointment of, and the fixing of the remuneration, of the Auditors.
11. No business shall be transacted at any General Meeting unless a quorum of members is present at the time when the meeting proceeds to business; save as herein otherwise provided, three members or one third of the members, whichever is higher, shall constitute a quorum, when present in person or by proxy.
12. If within an hour from the time appointed for the meeting a quorum is not present, the meeting, if convened upon the requisition of members, shall be dissolved; in any other case it shall stand adjourned to the same day in the next week, at the same time and place, or to such other day and at such other time and place as the directors may determine, and if at the adjourned meeting a quorum is not present within half an hour from time appointed for the meeting the members present shall be quorum.
13. The Chairman of the Board (or in his absence the Vice Chairman) shall take the Chair at every general meeting of the Organization, and if neither the Chairman nor the Vice Chairman be present at a General meeting, the members of the Organization present shall choose one of their member to be chairman of the meeting.
14. The Chairman may, with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for thirty days or more, notice of the adjourned meeting shall be given as in the case of an original meeting. Save as aforesaid it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.
15. At any General Meeting a resolution put to the vote of the meeting shall be decided on a show of hands unless a poll is (before or upon the declaration of the result of the show of hands) demanded: -
- a) By the Chairman; or
 - b) By at least three members present in person or by proxy.

Unless a poll be so demanded a declaration by the Chairman of the meeting that a resolution has been carried, or has been carried unanimously, or by a particular majority, shall be conclusive and an entry to that effect in the minute books of the Organization shall be conclusive evidence thereof, without proof of the number of proportion of the votes recorded in favor of or against such resolution.

16. The demand for a poll may be withdrawn. A record will be made in the minute book as to whether the vote was unanimous, or in contrast, the number of votes for or against the proposed resolution.
17. Except as provided in Article 20 if a poll is duly demanded it shall be taken in such a manner as the Chairman directs, and the result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.
18. In the case of an equality of votes, either on a show of hands or on a poll, the Chairman of the meeting at which the show of hands takes place or at which the poll is demanded, shall be entitled to a second or casting vote.
19. A poll demanded on the election of a chairman, or on a question of adjournment, shall be taken at such time as the Chairman of the meeting directs, and any business other than that upon which a poll has been demanded may be preceded with pending that taking of the poll.
20. Subject to the provision of the Act a resolution in writing signed by all the members for the time being entitled to receive notice of and to attend and vote at a General Meeting shall be as valid and effective as an Ordinary Resolution or, if the terms of the resolution so states, as a special resolution passed at a General Meeting of the Organization duly convened and held.

ATTENDANCE AND VOTES OF MEMBERS

21. Every member shall have one vote on all matters to be decided at any General Meeting.
22. On a poll votes may be given either personally or by proxy.
23. The instrument appointing a proxy shall be in writing under the hand of the appointer. A proxy must be a member; and such a proxy shall be entitled to a vote for the member he represents in addition to his own vote as a member.
24. The instrument appointing a proxy shall be deposited at the registered office of the Organization not less than 48 hours before the time for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote, or, in the case of a poll, not less than 24 hours before the time appointed for the taking of the poll, and in default the instrument of proxy shall not be treated as valid.
25. An instrument appointing a proxy shall be in the following form or a form as near thereto as circumstances admit: -

“Volunteer Action For Change Kenya”

I _____ of _____ being a member of **Volunteer Action For Change Kenya** hereby appoint _____ of _____ as my proxy to vote for me on my behalf at the Annual/Extraordinary General Meeting of **Volunteer Action For Change Kenya** to be held on the _____ of 20____ and at any adjournment thereof.

Signed this _____ day of _____ 20____

This form is to be used in favor of/against the resolution.

“Strike out what is not desired”

Unless otherwise instructed, the proxy will vote as he thinks fit.

26. The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a poll.
27. A vote given in accordance with the terms on an instrument of the proxy shall be valid notwithstanding the previous death or insanity of the principal or revocation of the proxy or of the authority under which the proxy was executed, provided that no intimation in writing of such death, insanity or revocation as aforesaid shall have been received by the Organization at the office before the commencement of the meeting or adjourned meeting at which the proxy is used.

THE BOARD

28. The name of the first members of the Board shall be determined by the subscribers to the Memorandum of Association, comprising not less than two persons and no more than fifteen.
29.
 - a. Each Board Member nominated under Article 28 shall hold office for three years and at the third annual general meeting shall retire from office.
 - b. A retiring Board Member shall be eligible for renomination and nomination of Board Members under Article 28 shall be held at the third annual general meeting and every three years thereafter.

DISQUALIFICATION OF DIRECTORS

30. The Office of a Board Member shall be vacated if he: -
 - a. resigns his office in writing to the Organization or
 - b. fails to attend three consecutive meetings of the Board without written apology; or
 - c. is directly or indirectly interested in any contract with the Organization and fails to declare the nature of his interest in manner required by the Act.
 - d. becomes bankrupt or makes any arrangements or composition with his creditors generally; or
 - e. becomes prohibited from being a Board Member by reason of any order made under the Act; or
 - f. becomes of unsound mind.

But Section 186 of the Act shall not apply to the Organization.

31. The First Chairman and Vice-Chairman shall be the Board Members nominated in writing as Chairman and Vice-Chairman by the first meeting of the Board and shall hold office until the first Annual General Meeting shall nominate two of the Board Members as Chairman and Vice-chairman respectively to hold office as such until the next Annual General Meeting. The Chief Executive may not be appointed as Chairman or Vice-Chairman. Any person may hold office as Chairman or Vice-Chairman for a term of two years and is eligible for a second term of another two years. Thereafter, such person shall not be eligible to be nominated, elected or appointed as a Chairman or Vice-Chairman. Subsequently, such person may be eligible for nomination, election or appointment as Chairman or Vice-Chairman after the expiry of two years since the time his previous appointment ceased.

PROCEEDINGS OF THE BOARD

32. Subject to provisions of the Articles the Board may meet together for the dispatch of business, adjourn, and otherwise regulate their meetings, as they think fit. Questions arising at any Board Meeting shall be decided by a majority of votes. In the case of an equality of votes the Chairman of the meeting shall have a second or casting vote.
33. A Board member may, and the Secretary on the requisition of a Board Member shall, at any time summon a meeting of the Board.
34. The quorum necessary for the transaction of the business of the Board shall be Five, including a Chairman duly appointed under Articles 32 and 37, but Consultant Board Members shall not be counted for purposes of the quorum.
35. The continuing Board Members may notwithstanding any vacancy in the Board, but, if and so long as their number is reduced below the number fixed by the Article 35 as the necessary Board quorum, the continuing Board Members may act for the purpose of increasing the number of Board Members to that number, or of summoning a general meeting of the Organization, but for no other purpose.
36. The chairman shall preside as chairman at every meeting of the Board, or if there is no chairman, or if he is not present within 15 minutes after the time fixed for the meeting, or is unwilling to act, the Vice-Chairman shall be Chairman of the meeting. If any Board meeting neither the chairman nor the vice-chairman is present the members present shall choose one of their members to be Chairman of the meeting.
37. A resolution in writing, signed by all the Board Members, shall be as valid and effectual as if it had been passed at a meeting of the Board duly convened and held. Any such resolution may consist of a number of documents in like form each signed by one or more of the Board Members.
38. Subject to Article 49 the business of the Organization shall be wholly managed by the Board who may pay expenses incurred in promoting and registering the Organization as are not, by the Act or by the Articles, required to be exercised by the Organization in general meeting.
39. The Board may from time to time and at any time by power of Attorney appoint any company, firm or person or body of persons, whether nominated directly or indirectly by the Board, to be the attorney or attorneys of the Trust for such purposes and with such power, authorities and discretion (not exceeding those vested in or exercisable by the Board under these Articles) and for such period and subject to such conditions as they may contain such provisions for the protection and conveniences of persons dealing with any such attorney as the Board may think fit.
40. All cheque, promissory notes, drafts, bills of exchange and other negotiable instruments, and all receipts for moneys paid to the Organization, shall be signed drawn, accepted, endorsed, or otherwise executed, as the case may be, in such manner as the directors shall from time to time by resolution determine.
41.
 - a. The Board may convene project committee constituting of such Directors and other persons (not more than nine) as they may think fit for each project or programme being undertaken by the

Organization and delegate to any such committee such of the Board's powers for such period of the time and in relation to such projects or aspects of the Organization's affairs as the Board may from time to time deem fit. The Committee shall comprise at least one member nominated by the sponsor(s) and at least one member from among the beneficiaries of the project or programme.

- b. Every Committee so formed shall in the exercise of the powers so delegated conform to any regulations that may be imposed on it by the Board.
 - c. One of the members of the Project Committee shall act as Secretary to the project committee. A project sponsor shall have the prerogative to appoint a project manager.
42. A committee may elect a Chairman of its meetings; if no such chairman is elected, or at any meeting the Chairman is not present within 15 minutes after the time appointed for holding the same, the members present may choose one of their members to be Chairman of the meeting.
43. A committee may meet and adjourn as it thinks proper. Questions arising at any meeting shall be determined by a majority of votes of the members present, and in the case of an equality of votes the chairman shall have a casting vote. The vote for or against shall be recorded, or the resolution is recorded as unanimous.
44. All acts done by any meeting of the Board or of a committee of the Board, or by any person acting as a Board members or committee member, shall notwithstanding that it be afterwards discovered that there was some defect in the appointment of any such Board members or person acting as aforesaid, or that they or any other them were disqualified, be as valid as if every such person has been duly appointed and as qualified to be such Board or Committee member.
45. The Board shall cause minutes to be made in books provided for the purpose: -
- a) of all appointments of Board members and committees made by the Board;
 - b) of the names of the Board members present at each meeting of the directors and of any committee of the directors;
 - c) of all resolutions and proceedings at all meetings of the Board and of committees of the Board;

BORROWING POWERS

46. The Board may exercise all the powers of the Organization to borrow money, and to mortgage or charge its undertaking and property, or any part thereof, and to issue debentures, debenture stock and other securities, whether outright or as security for any debt, liability or obligation of the Organization or of any third party.

BOARD MEMBER'S INTEREST

- 47.
- 1.
 - a. A Board Member who is in anyway, whether directly or indirectly, interested in a contract or proposed contract with the Organization shall declare the nature of his interest at a meeting of the Board in accordance with Section 200 of the Act.
 - b. A Board Member may hold any other office or place of profit under the Organization (other than the office of Auditor) in conjunction with his office of Board Member for such period and on such

terms as to remuneration and otherwise as the Board may determine and no Board Member shall be disqualified by his office from contracting with the Organization either as vendor, purchaser, or otherwise, or from being interested whether directly or indirectly in any contract or arrangement proposed to be entered into or in fact entered into by or on behalf of the Organization; nor shall any such contract or arrangement in which any Board Member shall be so interested be avoided, nor shall any Board Member so contracting, or being interested, be liable to account to the Organization for any profit realized by him from such contract or arrangement in which he shall be so interested by reason of such Board Member holding that office.

2. A Board Member may vote as a Board Member in respect of any contract or arrangement in which he is interested and if he shall do so his vote shall be counted and he may be counted for the purpose of any resolution regarding the same in the quorum present at the meeting.
3. A Board Member, notwithstanding his interest, may be counted in the quorum present any meeting whereat the Board Member or any other Board Member is appointed to hold such office or place of profit under the Organization or whereat the terms of any such appointment are arranged and he may vote any such appointment or arrangement other than his own appointment or the arrangement of the terms thereof.
48. Any Board Member may act by himself or his firm in a professional capacity of the Organization and he or his firm shall be entitled to remuneration for professional services as if he were not a Board Member, provided that nothing herein contained shall authorize a Board Member or his firm to act as Auditor to the Organization.
49. Any Board Member may act by himself or his firm in a professional capacity for the Organization and he or his firm shall be entitled to remuneration for professional services as if he were not a Board Member, provided that nothing herein contained shall authorize a Board Member or his firm to act as Auditor to the Organization.
50. A general notice given to the Board by any Board Member to the effect that he is a member of any specified company or firm and is to be regarded as interested in Organization or firm shall be deemed a sufficient declaration of interest to any contract so made but no such notice shall be effect unless either it is given at a meeting of the Board or the Board Member takes reasonable steps to secure that it is brought up and read at the next meeting of the Board after it is given.

CHIEF EXECUTIVE

51.
 - a. The Board may appoint a Chief Executive to run the day-to-day affairs of the Organization. The Board may entrust to and confer upon the Chief Executive any of the powers exercisable by them upon such terms and conditions as they may think fit and may from time to time revoke, withdraw, alter or vary all or any such powers.
 - b. In the event of the Board terminating the Chief Executive's appointment otherwise than on account of gross misconduct or *mala fides* or with the agreement of the Chief Executive such termination shall not take effect until confirmation by the members in general meeting by Special Resolution.
 - c. The provisions of the Article shall form part of the terms of the Chief Executive's Appointment.

SECRETARY

52. The Secretary of the Organization shall be appointed and his duties regulated (subject to the provision so the Act and the Certified Public Secretaries Act) by the Board

A provision of the Act or these articles requiring or authorizing a thing to be done by or to a director and the secretary shall not be satisfied by its being done by or to the same person acting both as director and as, or in place of, the secretary.

THE SEAL

53. The Board shall provide for the safe custody of the seal, which shall only be used by the authority of a resolution of the Board, and every instrument to which the seal shall be affixed shall be signed by a Board Member and shall be countersigned by the secretary or by a second Board Member appointed by the Board for the purpose.

ACCOUNTS

54. The Board shall cause proper books of account to be kept with respect to:

- a. all sums of money received and expended by the Organization and the matters in respect of which the receipt and expenditure takes place;
- b. All sales and purchases of goods by the Organization and
- c. The assets and liabilities of the Organization.

55. The books of accounts shall be kept at such places as the Board, subject to the provisions of the Act, shall direct and shall always be open to inspection by the Board Members.

56. The Board shall from time to time, in accordance with the provision of the Act, cause to be prepared and to be laid before the Organization in General meeting such profit and loss accounts (if any) and reports as are thereby required.

57. A copy of every balance sheet (including every document required by the law to be annexed thereto) which is to be laid before the Organization in General Meeting, together with a copy of the Auditor's report, shall not less than twenty-one days before the date of the meeting, be send to every member and every holder of debentures of the Organization.

AUDIT

58. Auditors shall be appointed and their duties regulated in accordance with the Act and the Accountants Act.

NOTICES

59. A notice may be given by the Organization to any member either personally or by sending it by post to the members registered address. Where a notice is sent by post, service of the notice shall be deemed to be effected by properly addressing, prepaying and posting a letter containing the notice and to have been effected at the expiration of 72 hours after the letter containing the same is posted.

60. Notice of every General meeting shall be given in any manner therein before authorized to: -

- a. Every member
- b. Every person being a legal personal representative or a Board Member in Bankruptcy of a member where the member but for his death or bankruptcy would be entitled to receive notice of the meeting; and
- c. The auditors for the time being of the Organization.
- d. No other person shall be entitled to receive notices of General meetings.

61. Every Board Member, Agent, Auditor, Secretary and other officer of the time being of the Organization shall be indemnified out of the assets of the Organization against any liability incurred by him in defend any proceedings, whether civil or criminal, in which judgment is given in his favor or in which he is acquitted or in connection with any application under section 402 of the Act in which relief is granted to him by the court.

ARBITRATION - DIFFERENCES TO BE REFERRED

62. Whenever any difference arises between the Organization on the one hand and any of the members, their executors, administrators, or assigns on other hand, touching the true intent of the statutes, or touching anything then or thereafter done, executed, omitted, or suffered in pursuance of these Articles, or of the statutes or touching any breach, or alleged breach, of these Articles, or to any of the affairs of the Organization, every such difference shall be referred to the decision of an arbitrator, to be appointed by the parties in difference, or if they cannot agree upon a single arbitrator to the decision of two arbitrators, of whom one shall be appointed by each of the parties in difference.

Names, Postal Addresses and
Description of Subscribers

Signatures of Subscribers

MICHAEL MUSYOKA
P.O.BOX 1376-00515
BURU BURU
NAIROBI



FAITH NTHENGE
P.O.BOX 23918-00100
NAIROBI



FANUEL AYUMBA
P.O.BOX 1376-00515
BURU BURU
NAIROBI




Dated this 18 day of August 2014

WITNESS to the above signatures: -


CERTIFICATE UNDER THE COMPANY REGULATIONS

**ALEX ANAMBO - ADVOCATE,
COMMISSIONER FOR OATHS
& NOTARY PUBLIC
P.O. Box 49208 - 00100
NAIROBI**



It is hereby certified that the above Articles of Association of "Volunteer Action For Change Kenya" was reproduced by the process of XEROGRAPHY.

**ALEX ANAMBO - ADVOCATE,
COMMISSIONER FOR OATHS
& NOTARY PUBLIC
P.O. Box 49208 - 00100
NAIROBI**



Project activity report

About the organization

Volunteer Action for Change Kenya (VACK) is a not for profit organization founded to offer opportunities to local community initiatives to actively participate in the nationals' development process through volunteerism. This would together with volunteerism enthusiasm bring people from different cultures serve together towards a common a goal.

VACK aims at promoting peaceful coexistence and understanding, justice, and development and information exchange at the national and international levels.

VACK promotes community sustainable development through;

- **International Volunteer Services** – placement of volunteers at all areas of need.
- **Capacity building** – training individuals, organized community groups, organizational development among others.
- **Youth Mobility and Exchange** – we provide opportunities to the youth across the world to serve in different community projects, something that helps them to exercise their skills, knowledge and competences hence self-confidence for further effective participation in community development.
- **Vocational skills development** – We empower our partner organizations to develop and improve on skills, we attach skilled personnel to our partner organizations and empower them to train youth for employability skills
- **Youth Empowerment and Leadership Initiative** – This program aims at enhancing skills development, critical awareness and creating opportunities for youths. Under this program we have career guidance and exploration, job preparedness, skills matching, mentorship, entrepreneurship and life skills development

Our vision is Volunteerism for uncompromising sustainable development.

VACK mission is to improve and spearhead the safe and wellbeing of the communities we serve through volunteering interventions.

“Volunteering to Better All” captures our philosophy of service.

Strategic objective: To recognize young people and women as a valuable resource to society development, and upholding their rights to participate in the development of policies affecting them by means of a continuous structured dialogue with young people, women and youth organisations.

Projects activity and accomplishment

1. **Canaan Orphanage & School:** The improvement and renovation of structures at the centre to enhance a better living environment for the children in the centre has been on going for the past ten months. We have been continuously improving the sanitation situation and also promoting literacy and academic development for the children.



2. **Fortune Learners Centre:** We have managed to renovate the school and ensure that they have the up to standard tools to guide the academic development of the children. We have also managed to come up with the academic sponsorship program for the needy children which was designed by our volunteers.



3. **Ukweli Farmers Centre:** The setting up of a computer centre at this project, with the aim of giving the rural children an opportunity to improve their computer literacy at the same time creating space where the youth can be able to develop and improve their career choices. This centre was equipped with ten computers, a printer, scanner and internet devices.



4. **Kipepeo Community Education Centre:** We have worked together with the project in promoting computer literacy among the local children and also introducing computer and entrepreneurship skills development among the students as a tool for self realization and active participation in community development initiatives.



5. **Bright Star Junior School:** We have build a strong academic development structure for the children in the school and also a sponsorship program for needy students.
6. **Compassionate Hands for the Mentally Handicapped:** Working with children who either are physically or mentally handicapped as been at the core of our activities so as to integrate them fully in the development activities of the community. We have supplied the project with rehabilitation tools and also coming up structures that will promote the work of the centre.



Challenges faced

As we continue delivering our services across the community initiatives in Kenya we have faced a number of challenges some of which have been a hindrance towards successfully achieving the goals for such projects.

1. The high number of community initiatives within Kenya that are interested in our services, though at times our capacity prohibits us taking in more requests.
2. Difficulty in finding sufficient, appropriate and continuous funding for our work.
3. Lack of enough networking avenues to enable us share our work and have more volunteers join our activities with Kenya.

Opportunities that have been identified

Local Resource Mobilization provides potential for us to raise funds from local businesses, individuals, government and locally generated income. To do this VACK has a strong governance and accountability mechanisms, clear strategies and local credibility.

Local Networking provides opportunities for mutual learning, identifying appropriate development initiatives, generating learning resources, improving coordination and cooperation with local government, harmonizing approaches to development, and pursuing effective local advocacy.

Use Volunteers: Kenya has a huge supply of idealistic, young, energetic and well educated graduates who are unemployed or underemployed. Many of them are searching for opportunities to serve their country and get work experience. There are also many older experienced professionals willing to give their time to NGOs. Many companies will loan experienced personnel to NGOs. Finally, there are opportunities to appoint international volunteers to fill vacancies that would otherwise require unavailable funds to fill. Student exchange programmes also offer NGOs low cost human resources that can support research, documentation and staff capacity building initiatives.

Development Approaches: Communities have assets, wisdom, labour, time, and skills to be applied to their own development programmes. Communities are now willing to work for their own development. Invest in community institution building, train local people; enable them to plan, implement and evaluate their own development programmes, and to access available local resources. Innovative local solutions to local problems always attract support.

Information, Communication and Technology (ICT): The world has moved into the technological age. Get connected! Internet and email are fundamental to serious organizations. Set up a simple website and start building your networks and your profile. Share with others your work, approaches and impact.

Selected INGOs provide potential partnerships: Progressive INGOs are looking to partner with local institutions and have the ability to provide financial, technical and institution building support. Some also support thematic and issue-based advocacy initiatives that enhance local networking and address the structural causes of poverty, inequity and injustice.

VOLUNTEER ACTION FOR CHANGE KENYA (VACK JITOLEE AFRIKA) CHARTER FOR EFFECTIVE VOLUNTEERING

Volunteering is a two-way relationship, one that should benefit both the volunteer and the organisation and by extension the project. As in any relationship both parties will have expectations of the other. By being aware of these expectations both volunteers and organisations are more likely to have a successful partnership.

Volunteers can expect to:

- Know if, and how, they are being selected
- Be given meaningful work to do
- Know what is expected from them
- Be offered appropriate training
- Be thanked and to have their voluntary contribution recognised
- Receive supervision and support
- Get something out of the work for themselves
- Know who to go to if there is a problem
- Make mistakes and learn from them
- Be made aware of complaint and grievance procedures

- Be made aware of how issues or difficulties will be dealt with
- Be treated fairly and not to experience discrimination
- Have safe working conditions, including insurance cover
- Be informed about, and given the opportunity to play an active part in the organisation as a whole
- Be able to say 'no' and to leave without feeling guilty

Volunteers are asked to:

- Respect the values and aims of the organisation
- Be committed
- Be reliable and give the organisation sufficient warning if unable to turn up
- Be punctual

[Type text]

- Attend essential training and support sessions
- Undertake the work to a high standard
- Be honest if issues or difficulties arise

Organisations are expected to:

- Ensure the volunteering experience is a rewarding one
- Ensure equal access and not to discriminate
- Define clear, meaningful roles for volunteers
- Have policies and procedures for volunteers
- Provide all necessary information to volunteers
- Be available for volunteers
- Provide training where necessary
- Thank and value volunteers
- Inform volunteers of any legal liabilities
- Supervise and to provide support
- Provide a safe working environment

- Have procedures in place for dealing with complaints and grievances
- Have procedures in place for dealing with issues or difficulties that may arise

Organisations can ask:

- For certain qualities and skills in volunteers
- For volunteers to understand and buy into the organisation ethos
- Volunteers to sign a volunteer agreement or 'contract'
- For tasks to be done in a particular way, to a certain standard and within certain timeframes
- For volunteers to see through their time commitment
- For reliability
- For punctuality
- To ask volunteers to leave if their involvement hinders the organisation achieving its goals

“Never doubt that a small group of thoughtful committed citizens can change the world; indeed, it’s the only thing that ever has.” - Margaret Mead

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