

# Consortium for Street Children (UK)

## NON-UK ORGANISATION APPLICATION FOR MEMBERSHIP

*Note that a copy of the Consortium for Street Children’s Child Protection Policy is to accompany this form*

This form is designed for Non-UK Not-for-Profit Organisations wishing to apply for membership of Consortium for Street Children (UK). The application process is intentionally stringent to help ensure that only legitimate, recognised and well-run Not-for-Profit Organisations working for the benefit of street children join our body of members. We will not grant membership to any organisation unless we are fully satisfied that they meet our eligibility criteria, are officially recognised as a Not-for-Profit Organisation, and show all the signs of being run as a legitimate and ethically sound Not-for-Profit Organisation for the benefit of street children (please note, however, that membership should not be construed as an endorsement by Consortium for Street Children). To ensure that your application can be processed efficiently and without delay, please ensure that all questions and sections of this form are completed as fully as you can and submit it along with all the supporting documents listed at the end of this form. Your application will be considered on the basis of the information supplied in this form, the supporting documentation, references and such verification as we may undertake in connection with any information supplied.

If you need any help or clarification on the application process or on how to complete this form please e-mail [info@streetchildren.org.uk](mailto:info@streetchildren.org.uk) or telephone +44 (0)20 7274 0087.

***Please answer all questions in BLOCK CAPITALS using a black pen. If you need more space to complete any answer(s), use additional sheets of paper as necessary and attach them to this form.***

### A. ABOUT YOUR ORGANISATION

#### A1. Organisation Name

Official Name (as per your Governing Document): .....

Working Name/acronym: .....

#### A2. Contact for the purpose of this application

Full Name: .....

E-mail: ..... Telephone: .....

#### A3. Eligibility Criteria for Membership

Only organisations that comply with ALL of our eligibility criteria may be considered for Membership. Please indicate whether or not your organisation fulfils EACH of the following eligibility criteria:

- a) It is a Not-for-Profit Organisation that fully complies with all legislation applicable to Not-for-Profit Organisations in the country or countries in which the organisation is based and operates, including any Not-for-Profit Organisation registration procedures.  YES  NO
- b) It is an organisation that fully complies with Company Law (if applicable) and taxation requirements relating to Not-for-Profit Organisations.  YES  NO
- c) It is an organisation whose funds are held in an account in the name of the Not-for-Profit Organisation and that keeps audited accounts.  YES  NO
- d) It has existed as a Not-for-Profit Organisation for a minimum of one year.  YES  NO

- e) It is a Not-for-Profit Organisation in which individuals do not profit from the activities undertaken on behalf of children except as paid employees of the Not-for-Profit Organisation.  YES  NO
- f) It is a Not-for-Profit Organisation operated, project managed and staffed by competent, suitably trained and experienced workers with a commitment to the highest standards of service delivery.  YES  NO
- g) It is active in at least one of the following areas:  YES  NO
  - providing support through funding, operational partnership, training and/ or technical support to projects for street living and working children in the developing world
  - having project partners who are involved in the following activities: outreach, formal and non-formal education, shelter, health and health education, training, psychological, emotional and/or spiritual support for street children and/or working children, and/or the families and communities of children at risk
  - advocacy or campaigning to influence governments, politicians and decision-makers on issues relating to street children.
- h) It is prepared to comply with the Consortium for Street Children’s Child Protection Policy.  YES  NO
- i) It is motivated by broadly humanitarian objectives, in line with the Convention on the Rights of the Child, and this is not secondary to partisan, political or religious aims.  YES  NO
- j) It is a flexible and broad-based organisation, with an approach which does not favour or reject any individual on the grounds of his/ her sex, religion, race, politics or ethnicity, or favour or reject any attitude which the children or their culture may traditionally hold (unless this is in direct contravention of the Convention on the Rights of the Child).  YES  NO
- k) It is not affiliated or associated with any political party.  YES  NO
- l) It does not provide material support or resources to, nor is it in any way associated with, any individual, group or entity that commits, attempts to commit, advocates, facilitates, supports or participates in terrorist acts.  YES  NO
- m) It is not involved in any activities which would bring Consortium for Street Children and its members into disrepute.  YES  NO
- n) It is not a network organisation.  YES  NO

*If you cannot answer Yes to all the above eligibility criteria, please explain why, suggesting possible remedies*

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**A4. Legal Status as a Not-for-Profit Organisation**

a) Please list all laws in force in your country that specifically relate to the type of Not-for-Profit Organisation that you run and that you are required to comply with:

*Not-for-Profit/ Charity Law:* .....  
*Company Law:* .....  
*Taxation Law:* .....  
*Other:* .....

b) Are you currently *fully compliant* with all laws in force in your country that specifically relate to the type of Not-for-Profit Organisation that you run and that you are required to comply with?  YES  NO

*If you are not fully compliant then please explain in what respects and how this will be remedied:*

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c) Is your organisation a registered Not-for-Profit Organisation, or a member of any body set up to establish standards of governance and norms of good practice amongst Not-for-Profit Organisations?  YES  NO

d) Please give your Not-for-Profit Registration Number with the country of registration and/ or the name of any Not-for-Profit body you belong to with membership number and date of joining:

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e) Has your organisation ever had an application for registration or not-for-profit body membership rejected?  YES  NO

*If yes, then please give details* .....  
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**A5. Finance and Funding**

a) Annual Gross Income for the last financial year, as recorded in the accounts .....

*this figure is for the financial year end date:* DD/MM/YYYY

b) How has your organisation raised its funds to date and how does it intend to do so in the future?

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**B. GOVERNING DOCUMENT**

Please indicate which type of governing document your organisation has by ticking **ONE** of the following boxes:

- Constitution** – adopted at a formal meeting of the charity trustees and the general membership.
- Trust deed** – executed by being signed and dated by the trustees in the presence of an independent witness, or independent witnesses.
- Memorandum and Articles of Association** – of a Company issued with a Certificate of Incorporation. *Please give:*
  - o *Place of Incorporation* .....
  - o *Registered Company Number* .....
- Will** – validated by the grant of probate.
- Act of Parliament** – passed and in force.
- Other** – *please specify* .....

*date governing document became effective:* DD/MM/YYYY

**C. PUBLIC BENEFIT**

a) Please list the *Objects* of your organisation, exactly as they appear in your governing document

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b) Please explain the ways in which your organisation’s aims, as expressed in these Objects, are carried out for the public benefit.

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**D. WORKING WITH CHILDREN**

- a) Does your organisation have a Child Protection Policy?  YES  NO
- b) Have you read, and do you commit to up-holding, Consortium for Street Children (UK) Child Protection Policy?  YES  NO
- c) Does your country have an official scheme for checking personnel to ensure that no unsuitable person has access to any children with whom the Not-for-Profit Organisation works (like the UK’s Criminal Records Bureau)?  YES  NO

*If Yes,*

1) Give the name of the scheme and brief details of how it operates:

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2) Can you confirm that all such official checks have been carried out on all your trustees and board members, staff and personnel AND that you are satisfied that they are all suitable to carry out duties for a Not-for-Profit Organisation that works with children?  YES  NO

*If No (you cannot confirm this) then please give details: .....*

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*If your country does not have an official scheme for checking personnel, then explain what safeguards you have in place to ensure that no unsuitable person has access to any children with whom the Not-for-Profit Organisation works:*

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**E. PRIVATE BENEFIT**

a) Does your Not-for-Profit Organisation have a Conflict of Interest Policy in place?  YES  NO

b) Does any connected person or organisation receive a benefit, which has a financial value, from your Not-for-Profit Organisation?  YES  NO

*If Yes, please give the following details for each person or organisation receiving a benefit:*

- i. **Name** of connected person/ organisation
- ii. **Relationship** between connected person/ organisation and your Not-for-Profit Organisation
- iii. **Description** of the benefit and its estimated financial value in each year
- iv. **Explanation** of how the award of the benefit contributes to the organisation achieving its aims?
- v. **How will your Not-for-Profit Organisation manage the conflict of interest** that arises from the private benefit?

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*..... (please continue on additional sheet(s) of paper if necessary and attach to the application form)*

**F. EQUAL OPPORTUNITIES POLICY**

a) Has your organisation officially adopted an Equal Opportunities Policy?  YES  NO  
*If Yes, then please enclose a copy of your policy with your application*

- b) Does your organisation provide and promote Equal Opportunities, including not discriminating against members of the board, members of staff, volunteers or recipients of its services on the grounds of a person's race, colour, ethnic or national origin, ancestry, religion, beliefs, gender, age, sexual orientation, HIV status, physical or mental disability, state of health, appearance, marital status, family circumstances or any other status prohibited by applicable law?  YES  NO

*If No, then please provide details .....*  
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## G. ORGANISATION CONTACT INFORMATION AND PROFILE

### G1. Contact Details

#### a) Organisation:

<b>Organisation Name:</b>	
<b>Address:</b>	
<b>Country:</b>	
<b>Postcode/ ZIP:</b>	
<b>Telephone:</b>	
<b>Fax:</b>	
<b>E-Mail:</b>	
<b>Website:</b>	

#### b) Employees:

<b><i>Administrative Contact</i></b>	
<b>Name:</b>	
<b>Position:</b>	
<b>Email:</b>	
<b><i>Head of Programmes</i></b>	
<b>Name:</b>	
<b>Position:</b>	
<b>Email:</b>	
<b><i>CEO/ Administrative Head</i></b>	
<b>Name:</b>	
<b>Position:</b>	
<b>Email:</b>	

#### c) Chair:

<b>Chair's Name:</b>	
<b>Address:</b>	
<b>Country:</b>	
<b>Postcode/ ZIP:</b>	
<b>Telephone:</b>	
<b>Fax:</b>	
<b>E-Mail:</b>	

**G2. Work with Street Children**

**a) Which of the following areas of work do you operate in (tick all that apply)?**

- |  |   |
|--|---|
| <input type="checkbox"/> Prevention and Early Intervention   | <input type="checkbox"/> HIV/AIDS                       |
| <input type="checkbox"/> Violence and Abuse                  | <input type="checkbox"/> Street Child Centred Education |
| <input type="checkbox"/> Child Participation and Empowerment | <input type="checkbox"/> Advocacy                       |
| <input type="checkbox"/> Other (please list): .....          |   |

**b) What is your organisation’s mission statement?**

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**c) How long has your organisation been working with street children? ..... years**

**d) List the countries and cities where your organisation works:**

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**e) Give the names and countries of any partner organisations you work with:**

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**f) Describe what approach you take in working with street children:**

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**g) Describe your Not-for-Profit Organisation’s current projects with street children:**

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**I. APPLICATION AND DECLARATION**

**I wish to apply, on behalf of** ..... *(the applicant organisation)*  
for Membership of Consortium for Street Children and in so doing I confirm that I am authorised on behalf of the applicant organisation to make such application.

We, the applicant organisation, subscribe to the aims of Consortium for Street Children:

*“to improve the quality and stability of projects to serve street children and prevent further generations of children from being forced to live and work on the street. By acting together as a group, Consortium for Street Children aims to achieve improvements for street children with a collective strength, reaching wider audiences with a greater voice.”*

We further subscribe to the following beliefs of Consortium for Street Children:

*“Consortium for Street Children believes in collective action as a force for change: to protect children at risk, to promote their human rights and to prevent future generations from suffering the same lack of choices that presently force children onto the street. We believe that it is possible to achieve better lives for street children, and we believe that the way to do this is through the children themselves. By working together to implement crucial societal changes we can ensure that street children have a better option: the chance to shape their own lives in the manner of their choosing.”*

We understand that:

- Consortium for Street Children will undertake such verification as it believes necessary in connection with the details submitted in this application and its supporting documents to process and assess my application for Membership. We consent to this verification activity and will co-operate fully in answering any further enquiries or clarifications in connection with this application.
- The fulfilment of the membership eligibility requirements and compliance with the requirements of the application process alone do not confer any *right* to membership.
- The decision on whether membership is granted lies in the sole discretion of the Trustees of Consortium for Street Children and their decision shall be final.
- The Trustees reserve the right to suspend or terminate current membership, if any of the membership eligibility criteria are not adhered to or if subscriptions are unpaid.

We further understand that *if membership is granted*:

- All current Consortium for Street Children members may be informed accordingly and details of our membership and the work undertaken by our organisation may be published on Consortium for Street Children’s website and in any of its publications.
- Our organisation may use Consortium for Street Children logo on our website and in our publications *solely for the duration of our membership* and strictly in accordance with the latest Consortium for Street Children *Corporate Branding Guidelines*.

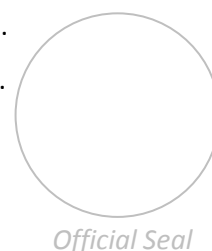
***I declare and confirm that the information submitted in this application is accurate, true and complete to the best of my knowledge and belief. For and on behalf of the applicant organisation:***

**Applicant Organisation Name:** .....

**Signature:** ..... **Date:** .....

**Name (BLOCK CAPITALS):** .....

**Position:** .....



**J. SUBMITTING THE APPLICATION****Documents to be Submitted in Support of your Application**

*Please provide copies (not originals) of all the following documents in support of your application. Documents must be in English, wherever possible, or where this is not possible attach a translation in English. All document copies must be signed and **attested a true copy** of the original by the Chair or CEO of the Charity, or a Chartered Accountant, accompanied by an organisational seal.*

- Governing document** (as per your response in section B) – a copy of the current version
- Certificate of Incorporation** – must additionally be submitted by Companies
- Official certificate(s)** and/ or other evidence of your organisation’s recognised status as a Not-for-Profit Organisation:
  - Official certificate(s) or letter(s) proving registration as a Not-for-Profit Organisation
  - Official certificate(s) or letter(s) proving registration as a Not-for-Profit Organisation for taxation purposes
  - Companies must also supply a Compliance Certificate for the last financial year (where annual Compliance Certificates are required by the laws of your country)
  - Any additional official certificate(s) or letter(s) that prove your Not-for-Profit status and compliance with the relevant legislation
- Certificate(s) or letter(s) proving membership** of any organisation(s) that you belong to that has been set up with the purpose of establishing standards of governance and norms of good practice amongst charities
- Latest Annual Report and audited accounts**, or an accountant’s report where appropriate, for the last financial year
- Child Protection Policy** (if your organisation has adopted one)
- “Statement of Commitment to Consortium for Street Children’s Child Protection Policy”** – signed, sealed and dated
- Equal Opportunities Policy** (if your organisation has adopted one)
- Conflict of Interest Policy** (if your organisation has adopted one)
- Copies of promotional materials** including:
  - membership/ supporter recruitment brochures
  - appeals publications
  - published programme descriptions
  - any other significant publications

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Once this Application Form has been completed, signed and sealed, please send it along with the documents listed above to:

**Organisational Development Manager, Consortium for Street Children, Unit 210, Bon Marche Centre, 241-251 Ferndale Road, London SW9 8BJ United Kingdom.**

On receipt, the Organisational Development Manager will acknowledge your application and request any additional information or clarification that may be required.

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