

KITARA CIVIL SOCIETY ORGANISATIONS' NETWORK



P.O. Box 80, Kagadi, Uganda

Kagadi Town Council, Hoima Rd

Tel: Office: +256 393 240166

Email: info@kconug.org | Web: www.kconug.org

Branch office located in: Holma City (Kijungu- plot 8 Orphanage Road, near

“Combined Effort for Development”

KCSON envisions, “A vibrant and coordinated civil society where development is attained in a just and peaceful society.”

Our Mission is: Contribute towards sustainable development by promoting; a vibrant civil society, participation of the vulnerable groups of people, effective social services, and responsible use of natural resources

Core Values

1. Transparency & Accountability
2. Social Justice & Equity
3. Unity in Diversity

MEMBERSHIP APPLICATION

KCSON is a registered non-governmental organization network that was established in March 2003. KCSON coordinates civil society actors across the region besides leading coordination/linkages-based advocacy and some empowerment programs.

Started in 2003 by a group of Organisations, KCSON has evolved over time to a regional network of civil society in mid-Western Uganda. The major objectives of networking under KCSON evolve around; networking & capacity building of civil society Organisations, as well as fostering advocacy on common public service delivery areas in the region.

The qualifying Organisations to join KCSON must be NGOs or CBOs registered as per the NGO Act 2016 at the NGO Bureau or District level, respectively.

This Form:

For quality and equity of civil society participation in the network, KCSON designed an application form for all applicant NGOs & CBOs intending to join the Network.

This form has to be filled by the applicant organization; with attachments of copies of all relevant documents.

KCSON Secretariat will verify the applications and attachments and carryout a visit to the applicant organization to confirm existence and functionality before presenting the applications to the Board of Directors of KCSON for final admission consideration or approval.

With the above background, you are therefore requested to fill in the following and return the application to the above address with the required attachments and a payment of a none refundable application fees of 50,000/- (fifty thousand Uganda Shillings).

Once the application is approved by the Board of Directors, the Organisation will be notified and required to pay membership fees (50,000/-) and annual subscription fees (50,000/-) before such applicant Organisations can be entered onto the register of Member Organisations of KCSON

1.0 ORGANISATION PROFILE

(a) Name and address of the organization

- i. Name (in full)
- ii. Abbreviation/ acronym.....
- iii. Physical Location (attach map if possible)
- District..... Sub-county/ Town Council
- Parish/ Ward Village
- Street of office Location..... Plot No..... *(if in Urban setting)*
- iv. Contact person (name & title)
- v. Telephone number and e-mail address
- vi. Any other addresses (website, Facebook, etc.)
- vii. Year when organization was established.....
- viii. Year of registration (attach copy of certificate)
- ix. Authority or body registered with.....
- x. Current Permit; issue date..... Expiry date..... (attach a copy)

(b) Organisation focus areas and size

- i. How did the organization start? (describe)
.....
.....
- ii. Number of staff; Paid ----- Volunteers.....
- iii. Gender of staff; Females..... Males.....
- iv. What are the objectives/ program areas of the organization? -----

- iv. Who is your target group (Beneficiaries)?

- v. What have been the key Program Achievements in the past 1-2 years
.....
.....
- vi. Annual budget (current year)

vii. What are your Current activities? (Attach annual work plan for current year)

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viii. Describe how your activities/ programs are funded?

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ix. What major plans does the organization have for the next 1-3 years? (please attach document if available/ extract from strategic plan)

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(c) Governance and Management Structure

i. Describe the leadership and Management structure of the organization

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.....

2.0 EXISTING NETWORKS AND EXPECTATIONS

ii. Nature of existing networking by the Organisation -----

iii. What does the Organisation expect to benefit by joining KCSON?.....
.....

iv. What does the Organisation expect to contribute towards CSO networking through KCSON?

v. Any capacity gaps (Training needs)?.....
.....

3.0 REQUIRED ATTACHMENTS

Does the organization have the following? -

- Organizational structure Yes / No (if yes attach a copy)
- Board of Directors Yes / No (if yes attach a list of names and contacts)
- Management committee Yes / No (if yes attach a copy).
- Constitution/ Articles & memorandum of association; Yes / No (if yes attach a copy).
- Work plan Yes / No (if yes attach a copy).
- Annual report Yes / No (if yes attach a copy).

STATEMENT OF COMMITMENT

I confirm that the information given above about.....(applicant), is accurate and correct.

I am convinced on the reasons why the organization is joining KCSON. we will strive to ensure that as an organization we contribute fully to enabling the network to serve us better. We share the need for promoting openness, tolerance and responsiveness as a basis for networking and sustainable development as a whole. (On behalf of the applicant organization)

NAME: -----SIGNATURE: -----

POSITION: -----DATE: -----

For KCSON Official use only.

Membership application Number: -----

Application Fee Receipt Number: -----

Comments from verification team:

Board decision and minute number:

NOTE: *Decision of the Board regarding this application will be communicated to the Organisation in writing*