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# CONSTITUTION OF BRIGHT HOPE COMMUNITY BASED ORGANIZATION

## ARTICLE 1: NAME

The name of the organization shall be **Bright Hope Community Based Organization**.

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## ARTICLE 2: REGISTERED OFFICE

The registered office of the Bright Hope Community Based Organization shall be situated in Huruma, Eldoret, Kenya.

The Bright Hope Community Based Organization may establish liaison offices, branches, or affiliations in any other part of the country as may be necessary for the fulfillment of its objectives.

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## ARTICLE 3: VISION, MISSION & CORE VALUES

### **Vision:**

A world where every child, regardless of background, has access to education, Healthcare, protection, and opportunities to thrive.

### **Mission:**

To support, empower, and uplift vulnerable and needy children in Kenya through education, health, nutrition, and social welfare programs.

### **Core Values:**

- ✓ Integrity
  - ✓ Transparency & Accountability
  - ✓ Equality & Non-Discrimination
  - ✓ Compassion
  - ✓ Partnership & Collaboration
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## ARTICLE 4: OBJECTIVES

Bright Hope Community Based Organization shall align its objectives with Kenya's Children Act, 2022 and the National Care Reform Strategy for Children (2022–2032), prioritizing family- and community-based care only and not operating any form of institutional care. The program will support vulnerable children to remain safely within their families while accessing education and essential services. Through community resource mobilization, support for school-related costs, basic needs, recreation, and family empowerment, the CBO will strengthen child well-being and reduce household financial strain. Identification, matching needs, and regular

monitoring will promote resilient families and sustainable, long-term community impact in line with national policy.

The objectives of the Bright Hope Community Based Organization shall be:

1. Education Support

To enhance access to quality education for vulnerable children by providing school fee subsidies, scholarships, learning materials, and mentorship opportunities.

2. Healthcare and Nutrition

To promote the well-being of children and their families through community based awareness initiatives that improve access to basic healthcare and nutrition services.

3. Child Protection & Family Strengthening

To safeguard children by supporting their families through sustainable community based livelihood initiatives, capacity building, and strategic partnerships that enhance safe, nurturing home environments.

4. Advocacy and Community Awareness

To champion the rights and welfare of vulnerable children by raising community awareness and advocating for policies that strengthen family- and community-based care

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## **ARTICLE 5: MEMBERSHIP**

Membership shall be open to all persons who subscribe to the objectives of the Bright Hope Community Based Organization, subject to approval in the annual general meeting.

**Categories of membership:**

**Ordinary Members** – Individual residents in Kenya who support the objectives.

**Honorary Members** – Persons recognized for outstanding contributions.

**Rights of Members:**

- i. To participate in meetings and programs.
- ii. To vote in the Annual General Meeting (AGM).
- iii. To be eligible for election into office.

**Duties of Members:**

- i. To uphold the constitution and objectives of the Bright Hope Community Based Organization.
- ii. To pay membership subscriptions as determined by the Board.

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## **ARTICLE 6: GOVERNANCE STRUCTURE**

The Bright Hope Community Based Organization shall be governed by the following organs:

**1. Annual General Meeting (AGM)**

Supreme decision-making body.

Held once every year to receive reports, approve accounts, and elect office bearers.

## **2. Executive Committee**

Responsible for overall governance, strategic direction, and oversight.

Shall consist of -

- ✓ Chairperson
- ✓ Secretary
- ✓ Treasurer

Term of office: **3 years**, eligible for re-election.

## **3. Management Team (Secretariat):**

Headed by a Programme Director appointed by the executive committee.

Responsible for day-to-day administration and implementation of programs.

## **ARTICLE 7: DUTIES OF OFFICE BEARERS**

**Chairperson:** Presides over meetings, represents the Bright Hope Community Based Organization, and provides leadership.

**Vice Chairperson:** Assists the Chairperson and acts in their absence.

**Secretary:** Handles correspondence, keeps minutes, and maintains records.

**Vice Secretary:** Assists the secretary and acts in their absence.

**Treasurer:** Oversees financial matters, maintains accounts, and presents audited reports.

Two co-opted members: Support and provide advice to the executive committee

**Programme Director:** Participate in decision-making and support executive committees in the execution of different interventions by the Bright Hope Community Based Organization CBO.

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## **ARTICLE 8: FINANCE**

### **Sources of Funds:**

- Membership subscriptions
- Donations, grants, and sponsorships
- Fundraising events and activities including proposal development
- Income from projects approved by the executive committee

All funds shall be used solely for promoting the objectives of the Bright Hope Community Based Organization.

The financial year shall be from **1st January to 31st December**.

Accounts shall be audited annually by an independent auditor appointed at the AGM.

The Bright Hope Community Based Organization shall maintain bank accounts with three signatories appointed from the executive committee with the treasurer being a mandatory member. At least two signatories shall be required for a transaction.

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## **ARTICLE 9: AFFILIATIONS**

The Bright Hope Community Based Organization shall collaborate with local and international partners and organizations for financial support, capacity strengthening, expertise, and exchange of programs.

Affiliates shall act in alignment with this constitution and policies set by the AGM.

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## **ARTICLE 10: MEETINGS**

**AGM:** Convened once a year, with at least 21 days' notice.

**Executive Meetings:** Held quarterly or as deemed necessary.

**Special General Meetings:** Convened upon request by at least one-third of members or by the Bright Hope Community Based Organization executive committee.

**Quorum: (Minimum required number to validate a meeting)**

AGM: At least half of the registered members.

Executive Meetings: At least two-thirds of members.

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## **ARTICLE 11: DISCIPLINE & DISPUTE RESOLUTION**

Members who act against the interests of the Bright Hope Community Based Organization may be suspended or expelled by a two-thirds vote of the executive.

Any disputes within the Bright Hope Community Based Organization shall be resolved amicably through mediation and arbitration before resorting to legal action.

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## **ARTICLE 12: AMENDMENTS TO THE CONSTITUTION**

Amendments may be proposed by the executive or a member of the Bright Hope Community Based Organization.

Amendments shall be approved by at least two-thirds majority at a duly convened AGM.

All amendments must comply with these by-laws of Kenya.

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## **ARTICLE 13: DISSOLUTION**

The Bright Hope Community Based Organization may be dissolved by a resolution passed by two-thirds of members at a Special General Meeting.

Upon dissolution, assets remaining after settlement of liabilities shall be transferred to another registered charitable organization with similar objectives in Kenya, and not to individual members.

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## **ARTICLE 14: LEGAL STATUS**

The Bright Hope Community Based Organization shall be a **non-profit, charitable organization** registered under the relevant laws of Kenya.

It shall have the power to sue and be sued in its own name.

The liability of members shall be limited to the amount of unpaid subscriptions or pledges.