SPONSOR A CHILD DONOR APPLICATION FORM

A clear, transparent way to support a child's education, wellbeing and opportunities.

ORGANIZATION DETAILS

Organization's legal name	United Cultural Empowerment and Social Community Organization (UCESCO)
Registration/charity number	OP.218/051/14-0208/9643
Website	www.ucesco.org
Email and telephone	programs@ucesco.org | +254 110 547 515
Postal/physical address	Kibera Plaza, Off Ngong Road, Nairobi, Kenya

Thank you for your interest in supporting a child through our sponsorship programme. This form helps us understand your preferences, keep you informed, and manage your support responsibly. Please complete the sections that apply. Fields marked optional may be left blank.

1. DONOR INFORMATION

Donor type	☐ Individual ☐ Company / organization ☐ Foundation ☐ Other: _____
Full name / authorized representative	
Organization name (if applicable)	
Email address	
Telephone (include country code)	
Country of residence/registration	
Postal address	
Preferred language	
Preferred contact method	☐ Email ☐ Telephone ☐ WhatsApp ☐ Other: _____
How did you hear about us? (optional)	

2. SPONSORSHIP PREFERENCES

Please indicate your preferences. We will make reasonable efforts to accommodate them, subject to child availability, fairness and programme needs.

Child preference

☐ Girl	☐ Boy	☐ No preference

Preferred age group

☐ 4–6 years	☐ 7–10 years	☐ 11–14 years
☐ 15–18 years	☐ No preference	

Number of children

☐ One child	☐ More than one child	☐ Open to guidance

Intended sponsorship duration

☐ 6 months	☐ 1 year
☐ 2 years	☐ Ongoing / as long as possible
☐ Not yet decided	

Preferred start date	
Specific interests or preferences (optional)	

3. CONTRIBUTION & PAYMENT DETAILS

Intended contribution amount	Amount: _____ Currency: _____
Contribution frequency	☐ Monthly ☐ Quarterly ☐ Twice yearly ☐ Annually ☐ One-time
Preferred payment method	☐ Bank transfer ☐ Card ☐ Mobile money ☐ Online payment ☐ Other: _____
Payment country	
Would you like a receipt?	☐ Yes ☐ No
Receipt name/organization	
Receipt email (if different)	
Are you able to set up a recurring payment?	☐ Yes ☐ No ☐ Unsure

Illustrative support options (confirm current costs with the organization before publishing)

☐ $10 / €10 / £8 per month (BASIC PACKAGE)

☐ $30 / €30 / £25 per month (SMILE PACKAGE)

☐ $50 / €50 / £42 per month (HAPPY PACKAGE)

The amounts above are the suggested examples supplied in the original application form. Please confirm that each amount, description, currency and funding period is accurate and current before making this form public.

Other amount or purpose (optional)	

4. COMMUNICATION & PROGRAMME UPDATES

What updates would you like to receive?

☐ Letters or drawings (where appropriate)	☐ Photographs, where consent and safeguarding rules permit
☐ School / learning updates	☐ Wellbeing and progress reports
☐ Programme and impact updates	☐ All applicable updates

How often would you prefer updates?

☐ Monthly	☐ Every 3 months	☐ Twice a year
☐ Annually	☐ No preference	

Preferred update language	

Any accessibility or communication needs? (optional)	

5. DONOR COMMITMENT & EXPECTATIONS

☐ I understand that sponsorship contributions will be administered by the organization in line with its stated programme, financial controls and applicable policies.

☐ I understand that a sponsorship contribution supports the programme and does not create ownership, guardianship or parental rights over a child.

☐ I will respect the child's dignity, privacy, culture and best interests, and follow the organization's child safeguarding and communication procedures.

☐ I will not seek private contact with a sponsored child or share a child's personal information, images or story without the organization's prior written authorization.

☐ I understand that child matching and update arrangements are subject to availability, consent, safeguarding requirements and programme capacity.

☐ I understand that the organization should explain how to change, pause or end a contribution and how any unspent or redirected funds are handled.

6. PRIVACY & CONSENT

The organization should complete and publish its privacy notice before collecting donor information. The notice should identify the data controller, purposes and lawful basis for processing, recipients/service providers, international transfers (if any), retention periods, donor rights, and a contact for privacy requests.

☐ I have read the organization's privacy notice and understand how my information will be used to administer my enquiry, sponsorship and related communications.

☐ I consent to being contacted about this application and the administration of my sponsorship.

☐ I would like to receive optional news, fundraising appeals and programme updates (you may opt out at any time).

Privacy notice URL / reference	

7. ADDITIONAL INFORMATION

Is there a particular reason, dedication or message you would like us to know? (Optional)

_____

_____

_____

_____

Anything else we should know?	_____
Referral / employer matching details (optional)	_____

8. DONOR DECLARATION & SIGNATURE

I confirm that the information provided is accurate to the best of my knowledge. I have read the declarations and understand that this application is an expression of interest; sponsorship begins only after confirmation by the organization and completion of any required payment or verification steps.

Donor / authorized representative name	_____
Signature	_____
Date (DD / MM / YYYY)	_____
For organizations: position/title	_____

9. FOR ORGANIZATION USE ONLY

Application received date	
Application reference	
Reviewed by	
Donor verification/follow-up	
Outcome	☐ Pending ☐ Approved ☐ Further information required ☐ Closed
Child/programme reference (internal only)	
Notes	

HOW TO SUBMIT

After completing this form, please scan the signed form and email it to programs@ucesco.org for processing. UCESCO will review your application and contact you with feedback and details of the child available for sponsorship. For your security, do not send bank card numbers, passwords, or other sensitive financial credentials by email. Verified payment instructions will be provided separately.

CONTACT

Email	programs@ucesco.org
Telephone / WhatsApp	+254 110 547 515
Website / secure submission link	www.ucesco.org
Postal address	P.O. Box 48945-00100 (GPO), Nairobi, Kenya

Thank you for helping create opportunities for children.