



# UGANDA YOUTH NETWORK MEMBERSHIP CHARTER

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*April 2018*



# UGANDA YOUTH NETWORK

## MEMBERSHIP CHARTER

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## 1. ABOUT UGANDA YOUTH NETWORK

Uganda Youth Network (UYONET) is a leading national youth serving organization that seeks to mainstream young people's engagement in development and governance processes in Uganda and East Africa. UYONET was formed in 2003 to respond to the increasing demand for a collective platform for research, training and policy advocacy for young people by young people.

UYONET is a non-religious, non-partisan and non-governmental organization whose membership is open to all youth led and youth focused organizations that subscribe to the network's constitution and core values.

### **Vision:**

A peaceful and Prosperous society, led by an Accountable Governance System

### **Mission:**

To Build, Empower and Sustain a Vibrant Youth Movement that Fosters Sustainable Economic Development and Champions accountable Governance.

### **Core values**

**Accountability:** We are accountable to the young people that we represent, while also holding government and other actors to accountable to their obligations. We act consistently with our mission being honest and transparent in what we do and say, and accept responsibility for our collective and individual actions.

**Equity:** We know that our society is founded on the idea of fairness and equality, encapsulated in the principle of "Ubuntu". Crucially, a society that is fair and equal also helps improve all other public value outcomes.

**Learning:** We believe in learning that accommodates new experience and results. We know it is important than ever to be flexible and agile, with plenty of resourcefulness and creativity to respond effectively to challenges and take advantage of new opportunities in this fast changing world.

**Participation:** We value young people's participation and we believe in the importance of active, informed and voluntary involvement of people in decision-making and the life of their communities.

**Integrity:** We walk the talk; we resolve to build and promote a strong culture of integrity in all that we do so that the today's youth can build a better society for their future.

Despite of the network's steady growth over the years, there has been limited effort to strengthen its coordination and joint effort. Therefore, there has been a growing need to have the membership charter for proper coordination and networking among the network members.

Overall, there has been increasing disintegration and lack of a common ground where members' contribution in the development of the network is consolidated thus the need for the charter to ensure coordination and feedback mechanism between secretariat and the membership.

## 1.2 BACKGROUND TO UYONET MEMBERSHIP

Uganda Youth Network is a membership organization, therefore, the power and strength of the network is vested in the membership; the stronger the membership, the stronger the network and vice versa. Uganda Youth Network as an organization draws its mandate from its membership and its existence would be null and void without the membership. Over the years, UYONET has expanded its reach and has gradually grown into a bigger and stronger nationally and internationally recognized youth agency seeking to mainstream young people's engagement in government and development processes, with a stronger secretariat doing most of the work for and on behalf of the membership.

The UYONET National Strategy 2018/2028 was premised on the assumption that by 2028, at least 70% of UYONET's programme implementation would be through the membership and secretariat would play more of an execution and coordination role. To this effect, programmes geared towards enhancing the capacity of the members are designed to prepare the membership for the programme implementation role. This charter is thus designed to strengthen the network by clearly defining the quality of the members, their roles and responsibilities and ensure a strong and vibrant network worthy the name.

## 1.3 ABOUT THE MEMBERSHIP CHARTER

It is widely acknowledged that positive change can be realized when organizations come together to collaborate to influence and achieve common goals through enhanced coordination, collective thinking and action in areas of mutual interest.

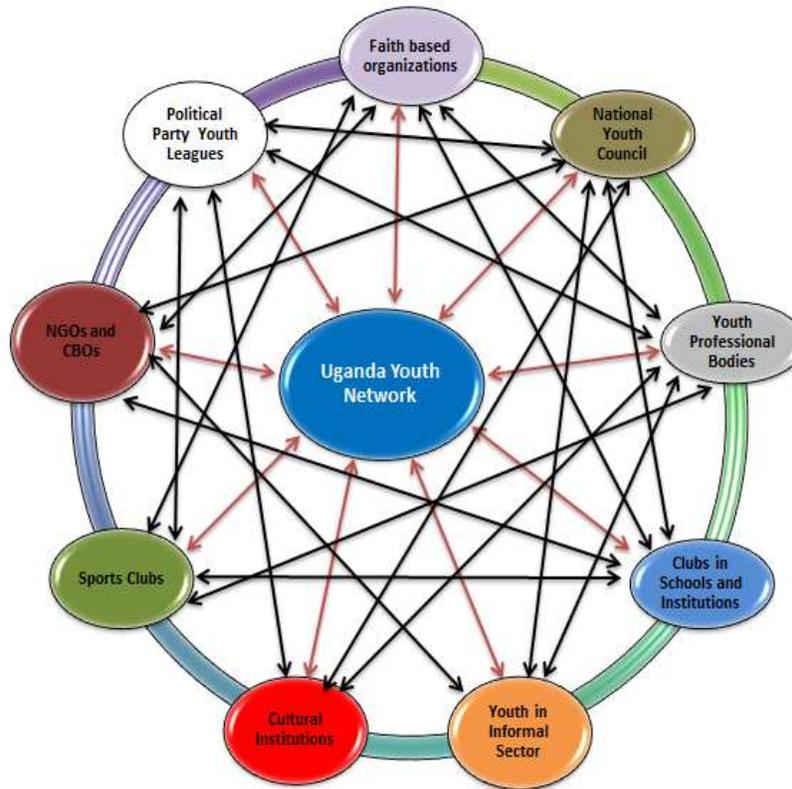
UYONET believes that membership that is actively engaged will ensure the network achieves its mission and vision. This charter builds on this appreciation outlining the principles of the membership and provides a framework for the relationship between UYONET and its members. It underlines the rationale of being a member and the process involved. It also outlines some of the benefits members can expect from participation, and the obligations expected of them. The charter is in line with the membership provisions in the constitution.

## 2.0 ABOUT MEMBERSHIP MODEL

The new UYONET strategy focus "Towards Building a Stronger youth Movement" calls for an expanded membership and inclusiveness in order to contribute to its realization.

In the new membership model, the following categories of youth formations will be considered;

- i. Youth in faith based organizations
- ii. Youth led and focused NGOs and CBOs
- iii. Youth in sports clubs
- iv. Youth in cultural institutions
- v. Youth in the informal sector
- vi. Youth clubs in schools and institutions
- vii. Youth in professional bodies
- viii. The National Youth Council



**2.1 GOAL AND STRATEGIC OBJECTIVES**

The overall goal of this membership charter is to improve communication, coordination and joint effort among the UYONET members for an effective and expanded youth organization working synergistically to advance the cause of the young people.

Specifically, this charter is aimed at;

- a) Providing a criteria for membership indicating key requirements; obligations, roles and responsibilities.
- b) Building synergy and tapping into opportunities provided by different organizations, including but not limited to knowledge, experience, mandate and resources that can complement those of the center
- c) Creating an efficient coordination mechanism for the network with clearly stipulated roles and responsibilities for members
- d) Provide guidelines on members’ code of conduct

**2.2 BEING A MEMBER: CATEGORIES, ELIGIBILITY AND BENEFITS**

Uganda Youth Network being a national youth serving umbrella organization, its membership is open to any non-profit/non-governmental youth led or youth focused organizations that comply with the eligibility requirements outlined in this charter.

Being a member of UYONET will allow the organization to further develop its potential and gain greater recognition. Membership will also allow your organization to demonstrate its commitment to working collectively to contribute to national development.

### **2.2.1 Membership Categories**

Uganda Youth Network currently offers three membership categories;

#### **(a) Ordinary Membership.**

The category will form the bulk of UYONET membership and will be open to youth organizations/associations fulfilling the following conditions;

- ii. Network membership; this category of membership is specific to legally established networks/coalitions or consortia of youth organizations with a combined membership of not less than 5 individual organizations
- iii. Legally established and credible individual organizations/associations with a membership of not less than 20 persons which has been in existence for not less than two years. this will include; faith based, cultural, sports, private and informal sector youth formations
- iv. Legally established government youth structures
- v. Established and recognized youth clubs in schools and institutions of higher learning.

#### **(b) Associate Membership.**

This category is open to individuals or groups of individuals, institutions and bodies who help to further the objectives of UYONET, whether morally, materially or otherwise.

#### **(c) Honorary Membership.**

This category is where desired; open to distinguished citizens and friends of the Republic of Uganda, whose patronage, encouragement and unflinching support are specially recognized and registered by UYONET.

While the primary constituency and ownership of UYONET are its members in their diversity, other organizations, groups and associations in the wider civil society which may not be defined in the narrow scope of the UYONET membership but which account for the overall strength of Uganda's civil society are considered partners in UYONET's programming.

## **3.0 ELIGIBILITY/REQUIREMENTS FOR MEMBERSHIP**

UYONET membership is open to organizations that comply with the following;

- I. Complete a Membership Application Form, including a statement of intent
- II. Acknowledges the principles embodied in the Vision and Mission statement of UYONET and agrees to act in conformance with both, while ensuring that its programming directly contributes to at least one of UYONET's strategic components
- III. Agrees to abide by this Membership guidelines set forth
- IV. Agrees to meet all the financial obligations which come with membership registration

### **3.1 Application for Membership**

An organization wishing to become a member submits to UYONET secretariat a duly filled membership application form together with the following;

- 3.1.1 Legally registered, with a valid certificate of registration by the NGO Registration Board or any other authorized government department
- 3.1.2 The organization's Annual Reports for the last two years
- 3.1.3 Minutes of the last Annual General Meeting
- 3.1.4 A list of fully constituted Board and secretariat
- 3.1.5 A copy of the organization's constitution and other policy documents
- 3.1.6 The organization's profile: the profile should include; vision, mission, core values and objectives
- 3.1.7 Recommendation letter from the area LC1
- 3.1.8 Payment of registration fees and annual subscription fees as determined by the board from time to time

## **3.2 Membership Benefits**

As a member of UYONET, there are a number of benefits that accrue to your Organisation including the following;

### **3.2.1 Collective Voice and Influence**

As a member, you will be joining over 30 network organisations, committed to working together to foster the youth agenda for meaningful participation in national development. UYONET's ever growing influence is as a direct result of working with members and therefore as a member, your organisation will be part of a collective and united voice to engage and influence Government and other stakeholders on issues of youth concern.

### **3.2.2 Sharing, Learning and Networking Platform**

UYONET facilitates networking among members, other partner organizations and the wider civil society through its 'platforms' that fosters sharing, reflection and open debate on important issues for engagement. Through Membership events including regional and national conferences, members have an opportunity to share, learn and profile their work through best practices, case studies, experiences, success stories, professional knowledge and materials with other members and partners.

### **3.2.3 Organizational assessment, Profiling and Mapping**

Secretariat shall conduct and document organizational capacity assessment and profile members' work to inform capacity building programmes and networking. Members can also access the UYONET Database and Directory for networking. The members will also have the opportunity to publish their work on the network's website in accordance to the UYONET branding guidelines

### **3.2.4 Representation**

UYONET represents members' views and interests and lobby for relevant policy changes at national platforms. In addition, all members are eligible and can be requested to represent the UYONET family at national, regional and international fora on matters of concern to the network and the entire youth fraternity

### **3.2.5 Participation and Involvement in Strategy Development and Decision Making**

Members have opportunity to participate in shaping the strategic direction of the organisation and to influence decisions on UYONET policies, priorities, and actions, and to raise issues of concern through constitutionally provided spaces.

### **3.2.6 Information and Updates**

Membership entitles you to access the Information Unit and Resource Centre for updated, accurate and current information, reports, briefings and feedback on news about UYONET, what is happening in the Civil Society sector and on other key collective CS concerns to facilitate action and participation. You are also notified from time to time of funding, capacity building opportunities as well as upcoming civil society engagements and events at national, regional and international platforms. UYONET also acts as a conduit for members to receive current information, updates, publications etc. from government and other stakeholders to allow them engage in relevant issues.

### **3.2.7 Leadership Opportunities**

All members are eligible to stand for election to UYONET Governance Organs such as the Board. Members can provide comment and offer recommendations to the Governance Organs on matters relevant to the programmes of UYONET. This way, UYONET provides opportunities to live and practice democracy.

### **3.2.8 Capacity building and programme collaboration**

Membership allows you to receive technical and specialized skills; knowledge and advice on different aspects to enable your organisation grow and improve its work. Membership also provides for programme collaboration between secretariat and different member organizations where the two parties can do joint resource mobilize and programme implementation.

The Membership and Constituency Serving Team will regularly review the above Member Benefits as and when required.

Other membership benefits include;

- i) Capacity building through technical support
- ii) International Volunteer placements at member organizations
- iii) Collective resource mobilization
- iv) Support secretariat in programme implementation
- v) Sub grants for members' programming
- vi) Monitoring and Evaluation
- vii) Letters of recommendation

## **4. MEMBER OBLIGATIONS/ROLES AND RESPONSIBILITIES**

- 4.1 Members should participate and monitor the success of UYONET programmes.
- 4.2 Members should regularly report on their work to the Secretariat so it can be shared with other members, the wider civil society and other stakeholders through a consolidated UYONET annual report.
- 4.3 Members should be proactive and prompt the organisation on important issues it needs to engage with
- 4.4 Members should continuously update UYONET of changes in their organisation management and addresses.
- 4.5 Actively participate in UYONET activities, including being responsive to online discussions and inquiries.
- 4.6 A member on admission to the organization shall sign a form agreeing to abide by the network's Constitution and Core values, and also receive and sign the UYONET Membership Charter
- 4.7 Be liable to paying a membership and annual subscription fees of such amount and in such manner as shall be prescribed by the board.

- 4.8 Each and every UYONET member shall have the right to participate in UYONET's activities, subject to any limitations that may arise from time to time.
- 4.9 Have a right to participate in elections of the board of the organization and to stand to be elected subject to limitations stipulated in the network's Constitution.
- 4.10 Actively contribute to the realization of the aims and objectives of the organization.
- 4.11 Each and every UYONET member shall be obliged to abide by the network's Constitution and all or any policies made thereunder and to perform all such duties as may from time to time be required of such Member by the Board.
- 4.12 Take leadership role on specific activities to implement the UYONET strategic plan
- 4.13 Be able to mainstream UYONET's work in their individual organization's work
- 4.14 Effective representation of UYONET at different forums where such member has been mandated to do so.

## **5.0 MEMBERSHIP MANAGEMENT**

UYONET offers opportunities for member involvement and participation in its programmes and activities. UYONET also recognizes that there are other youth stake holders that are not members but equally working to advance the cause of the young people, UYONET will be bound by the principle of collective responsibility to work/partner with such organizations to foster meaningful youth participation in governance and development processes

UYONET is committed to creating a space that is respectful, ethical, safe and mutually supportive. Members are expected to conduct themselves in keeping within these principles through effectively embracing the above roles and responsibilities.

UYONET board with recommendation from secretariat may refuse to renew the membership of any organization that it determines, in its sole discretion to have failed to meaningfully play its roles or engaged in behavior that harms the collective effort of members and mission of the organisation.

### ***5.1 Duration of Membership***

Members shall continue to be members until they resign or do not pay their subscription, or until they are removed or suspended by the Board unless the General Assembly rules otherwise, or in the event of being declared bankrupt by a Court of Law or conviction of a criminal offence whose nature is detrimental to the organization and, or its objectives.

At every end period of the UYONET's National Strategy, there will be an evaluation of the relevancy of the members to new strategy. The membership of organizations whose programming is found to be contrary to the new strategy of the network shall be terminated.

### ***5.2 Resignation***

A member may resign at any given time by giving notice in writing to the Board. The resignation shall take effect once the notice is received unless the member states otherwise.

The resignation shall be accepted by the organization provided that the member resigning has cleared all obligations or liabilities.

### ***5.3 Loss of Membership***

Members who fail to clear their annual subscription within three months of the renewal date and without reasonable cause shall lose their membership and the rights that go with it. Membership shall also be lost in circumstances of misconduct and involvement in subversive activities detrimental to wellbeing of the network. In such cases, the chairperson membership committee shall immediately inform the board.

#### **5.4 Renewal of Membership**

Members who have lost their membership may reapply for membership by completing the application form, which shall be submitted to secretariat in accordance with Article 5 sub section 5.1 and 5.2. of the UYONET Constitution

#### **5.5 Suspension and Expulsion**

1. The Board may suspend or expel any member for conduct that would be in anyway harmful to the organization.
2. The board shall determine the expulsion of the member suspended provided that
  - a) A member is notified of the proposed action and is given an opportunity to defend itself at the meeting of the General Assembly before a proposal is put to a vote and
  - b) A motion to suspend/expel is carried by at least a vote of two-thirds majority of the members entitled to vote.

### **6. MEMBERSHIP DUES**

New members shall pay a Membership fee as agreed upon by the board from time to time. Thereafter, members are expected to renew their membership annually and by paying a subscription fee as agreed upon by the board from time to time. All registered members shall be expected to pay annual subscription fees not later than 31<sup>st</sup> Feb of each calendar year.

#### **6.1 Membership Fees**

The membership fees are structured as follows:

<b>Particulars</b>	<b>Fess</b>
Registration (National NGOs)	UGX 150,000
Registration (District level CSO)	UGX 70,000
Registration (International NGOs)	UGX 300,000
Annual Subscription (National NGOs)	UGX 100,000
Annual Subscription (District level CSO)	UGX 50,000
Annual Subscription (International NGOs)	UGX 250,000

***NOTE: Membership fees may be revised by the board from time to time as circumstances dictate, and endorsed by all members at the General Meeting.***

**7.0 COMMITMENT/ACCEPTENCE**

Upon acceptance of the terms and conditions set out in this Membership Guideline, an authorized representative of the member organization shall be required to append a signature on the certificate of acceptance which shall form part of this membership Charter and return the undersigned original copy of the agreement.

We agree to abide by all the terms and conditions outlined in this document and commit our signatures as follows:

***Prepared and issued on behalf of UYONET by:***

Name .....

Sign .....

Date .....

**Witnessed by:**

Name .....

Sign .....

Date .....

***Certificate of Acceptance***

I.....on behalf of.....of  
..... Do hereby to the best of my knowledge  
accept this membership charter on the terms and conditions outlined therein.

Name .....

Sign.....

Dated.....

**Witnessed by:**

Name .....

Sign .....

Date .....