

KUOYO KOCHIA ALUMNI ASSOCIATION

Welfare Policy

Policy No:	KKAA/POL/1/2016
Approved by:	The General Body of Kuoyo Kochia Alumni Association
Administrative Responsibility of:	Office of the Executive Committee of the Alumni Association
Physical Address:	Office for Alumni Affairs, Kuoyo Kochia Secondary School, Homa Bay
Contact Person:	Ms. Judith Odhiambo Chairperson KKAA Welfare Committee Kuoyo Kochia Alumni Association Tel. +254 722225959
Scope:	Compliance with the Association Welfare Policy applies to all registered members of the Association
Effective Date:	Compliance with the Association Policy takes effect immediately the General Body adopts it
Review Date:	One year from the date it is adopted

Overview of the Policy

This alumni association welfare policy has been developed and adopted as part of the wider effort to improve the lives of the alumni. The policy lays out the acts, laws and rules that will guide registered welfare members to respond to calls for social support in times of distress or celebrations.

This policy recognizes that the Association has a duty to look into the social welfare issues of the alumni in the context of history and the underlying rationale and values that support different approaches. The policy will concern itself with issues such as income maintenance, health care, mental health, child welfare, corrections and elderly services.

Policy Aim

The purpose of this policy is to keep the spirit of the membership of the Association high enough to respond to each other in times of need.

Ultimately, this policy aims to improve the quality and strength of engagement of members with each other, specifically: provision of basic needs, protection of the vulnerable, prevention, promotion, treatment, rehabilitation, protection of alumni, and provision of social control.

Policy Principles, Values and Philosophies

The overriding principle of this policy is that the provision of support to members in need is of the utmost importance in building team work and participation. Members who feel safe in the Association are more likely to continue participation, contribute to the association and renew their memberships each year.

Policy Strategies

Strategies to improve alumni response to members in need include:

- a. Determining why we need or want other people to get involved such as ensuring objectives are achieved which will require additional membership support; ensuring participation of members who could benefit most from team effort; ensuring representation of the association's key sectors and those individuals who can provide crucial insight into planning appropriate interventions; ensuring welfare effort is publicly visible or supported in the alumni community; and ensuring the membership has enough participants to carry out the legwork involved.
- b. Identifying those who need to be involved in order to accomplish your membership welfare objectives or specific projects.
- c. Reaching out to those who can benefit and contribute (those we most want to involve) through people who can connect with and persuade others.
- d. Indicating core components of the effort to encourage participation and involvement, including desired behavior; making the participation and involvement more rewarding or attractive by increasing available positive reinforcement; making participation easier or of lower cost; improving peoples' abilities to be involved (e.g., providing information, skill training, and support for participants and members).
- e. Using particular information sources and influential persons and organizations to reach the specific persons we hope to involve such as informal networks within naturally occurring groups; public benefit organizations; professional associations and groups; businesses; point-of-purchase/activity materials; community events; direct and electronic mail; print materials (e.g., brochures, fact sheets, newsletters, posters, flyers); the mass media and telephone directories.
- f. Creating an atmosphere that fosters continued participation by the membership such as addressing issues of genuine concern; involving members in designing solutions; including diverse membership with varied strengths and resources; and making special efforts to welcome new members and new ideas.
- g. Indicating how the crucial "6R" qualities will be incorporated into the group's meetings and activities to keep people involved and contributing. These should include:
 - Recognition - People want to be recognized for their contributions.
 - Respect - People want their values, culture, ideas, and time to be respected and considered in the organization's activities.
 - Role - People want a clearly meaningful role in the coalition that makes them feel valuable and in which they can make a contribution.
 - Relationships - People want the opportunity to establish and build networks both professionally and personally for greater influence and enjoyment.
 - Reward - People expect the rewards of participating in a collaborative partnership to outweigh the costs and to benefit from the relationships established.

- Results - People respond to visible results that are clearly linked to outcomes that are important to them and that they can clearly link to their participation in the coalition.
- h. Planning for involving new generations of alumni by identifying changing conditions and future developments that could change those who might benefit and contribute to the work as well as indicating how new generations of people will be encouraged to participate.
 - i. Assessing whether the participation plan is effective and making needed adjustments.

Specific Policy Actions

This policy recommends the following actions:

- Provisions be made for financial aid to members in need of support such as for burial and benevolence, education, medical care, marital procedures, business or employment.
- Provision be made to build houses for members who are in extreme poverty;
- Provision be made for training of members in areas such as financial literacy;
- Vulnerable members are identified and visited at least once a year within the arrangement of their chapters under the coordination of the chair.
- All members be consulted in the design, implementation and review of association welfare events and programs.

Financial Aid

1. For Burial and Benevolence

This policy proposes that an applicant should be provided with money equivalent to at least KSh. 1,000 per registered member in the event of loss of an alumnus or KSh. 500 per registered member in the event of loss of a legal spouse, child or parent.

2. For Medical Aid

This policy proposes that all registered members are encouraged or facilitated to register with NHIF or any other reputable insurance arrangement. However, in the event of uninsured needs, an applicant should be provided with money equivalent to at least KSh. 300.

3. For Education

This policy proposes that an applicant in dire economic situation can be provided with support towards education of one child through member contributions or connection to a sponsoring organization.

4. For Livelihoods Development

This policy proposes that registered welfare members may form self-help groups within chapters with the intention of strengthening livelihoods of individual members. However, members may contribute to help an applicant start a business or secure employment.

5. For Other Welfare Purposes

This policy proposes that an applicant in dire economic situation can be provided with support towards other welfare goals such as marriage, travel abroad, building of a house, or any other initiative that may improve their lot.

Eligibility for Benefit

This policy proposes that an applicant shall be eligible for any kind of welfare aid, if:

- 1) The applicant is a registered member of the Kuoyo Kochia Alumni Association with fully updated subscription.
- 2) The applicant is registered as a member of welfare and has contributed in at least 80% of the burial and benevolence cases;
- 3) The applicant is a poor/ needy/ deserving of financial aid due to an event beyond their control
- 4) The annual income of the applicant is less than KSh. 36,000
- 5) The applicant does not seek help on more than two spouses/children; and
- 6) The applicant has exhausted all other channels for the grant of aid

Receipt of Benefits

This policy proposes that benefits provided shall reflect the percentage of times a member has contributed but shall not be less than 50% of an applicant's previous total contributions for welfare purposes.

Procedure for Award of Benefits

The applications for financial aid shall be invited by putting proper notices the Executive Committee or the Welfare Representative. Requests for financial aid shall be processed as per the following procedure:

- 1) The application shall be filled in by the applicant in a standard
- 2) The application shall clearly mention the purpose and requirement of financial aid
- 3) The applicant shall submit supporting documents confirming his eligibility; and
- 4) Preference shall be given to the most-needy, wherever applicable

Policy Implementation Committee

The implementation of this policy shall be facilitated by the Welfare Committee consisting of the Chairperson, Secretary and three (3) other members nominated in the General Assembly. The Treasurer shall be an ex-officio member of the committee.

Policy Implementation Plan

This section of the policy provides further information and detail on how the policy is to be implemented and observed on a day-to-day basis.

Implementing this policy will be the business of the Executive Committee of the Association through the Welfare Sub-Committee. The Executive Committee member responsible for

Welfare will serve as the whip responsible for implementing proposals in this policy. S/He will lead in developing details programs, work plan and budgets for operationalizing this policy.

Consequence of Non-Compliance

Non-compliance with this policy may result in any or all of the following:

- Limitation or revocation of individual rights to benefit from the Policy; and
- Corrective or disciplinary actions and sanctions, as defined in the Constitution and by-laws of the Association.

Policy Review Plan

This policy should be review annually. The review process should include an examination of the performance indicators, consultation with members of the association, and a discussion forum involving the management committee and risk management professionals.