

PREAMBLE

The Queen of Hearts Foundation is a Charitable, Non – governmental, non – partisan, voluntary and non- profit organization. It was formed upon inspiration and the work pursued by the late Princess Diana, who was the princess of Wales, and who campaigned against landmines and assisted terminally ill children and orphans.

It was established in 1997 in Nkawkaw but commenced its activities in 1998. Its main aim is to organize social education campaigns to reduce motor accidents, support victims of such accidents and bring comfort to the terminally ill Children.

As the Foundation’s mentor is the late Princess Diana and who was a victim of motor accident, it hopes to devise strategies that may reduce vehicular accidents and also support the victims in the Kwahu traditional area.

The foundation has no cultural, tribal or religious barriers and operates in both rural and urban communities. The Queen of Hearts Foundation was formed by socially sensitive people of different professional backgrounds and experience.

The motivating factor was their desire to improve the standard of life of the vulnerable, marginalized and the socio- economically deprived people in society through education (Sensitization) and other integrated rural development programmes.

The Queen of Hearts Academy under the auspices of the organization has achieve impact on children in its area of operations and this gives ample credence to their vision statement “ To improve the living standards of the Social misfits and the marginalized through educational activities to become responsible adults and citizens in our society”.

Article 1: NAME

That the name of this Foundation shall be Queen of Hearts Foundation.

Article 2: REGISTERED OFFICE

That the registered seat of the foundation is Nkawkaw in the Eastern region of Ghana.

Article 3: VISION

That the vision of the foundation shall be; to improve the living standards of social misfits, the vulnerable and the marginalized through educational activities / programmes to make them responsible adults and citizens in our society.

Article 4: MISSION

That the mission of the foundation shall be: to mobilize to improve the standard of life of street children, School drop outs, the terminally ill, orphan children, persons with disability by supporting them through educational activities / programmes to gain technical / vocational skills.

Article 5: GOAL

That the goal of the foundation shall be: To promote the welfare of the vulnerable, the marginalized and the socio – economically deprived to achieve economic, health and environmental development.

Article 6: OBJECTS

That the objects of the foundation shall be:

Long term – to promote the welfare of social misfits, the vulnerable and the marginalized in the society.

Short term

- vulnerable people.
- To improve the living standards of social misfits and the marginalized by supporting them to acquire vocational skills.
- To help create awareness and sensitize the youth about HIV /AIDS, teenage pregnancy, infant and maternal mortality, gender empowerment, diseases caused by poor sanitation, hard drugs, accidents and reproductive sexual health.
- To support victims of motor accidents and natural disasters.
To help create awareness and provide a fora for deliberation

Article 7: TARGET GROUPS

That the target groups of the foundation shall be:

- Children (orphans, school drop outs, the terminally ill, girl child)
- Motor accident and natural disaster victims.
- Women (teenage mothers, widows)
- Persons with disability.
- The Aged
- HIV/AIDS Victims

That the principles that shall guide the Foundation shall be;

- **Accountability:** Combining responsibility with rights so that those who make decisions shall be responsible for them.
- **Respect for diversity:** Taking into account national and regional contexts and the individual nature and characteristics of members.
- **The Principle of Subsidiary:** Ensuring that decision – making power should rest as closely as possible to those it affects, while preventing unilateral decisions that could adversely affect other members and or the Foundation.
- **Checks and Balances:** A system of power – sharing through the devolution of authority and rights to members.

Article 9: VALUES

That the core values of the foundation shall be:

- **Mutual Respect**; requiring members to recognize the innate worth of all people and the value of diversity.
- **Equity and justice**; requiring members to work to ensure equal opportunity for everyone, irrespective of race ,age , gender, sexual orientation, HIV status, colour, class , ethnicity , disability , religion or location.
- **Honesty and transparency**: being accountable at all levels for the effectiveness of their actions and open in their judgments and communication with others.
- **Solidarity with the Poor, Powerless and Excluded**: shall be the target population that members shall show bias commitment in the foundation's fight against poverty.
- **Courage and Conviction**; requiring members to be creative and radical, bold and innovative without fear of failure in pursuit of making the greatest possible impact on the causes of poverty.
- **Humility**: in their (members) presentation and behavior they shall be mindful of their role as being part of a wider alliance against poverty.

Article 10: MEMBERSHIP

That the membership of the foundation shall be for all persons who are eighteen (18) years and above. They shall be persons who are of sound mind and have high moral and social standings in their communities. They shall be persons with no criminal record and are willing to offer voluntary services to help achieve the aim and objects of the foundation.

Article 11: TERMINATION OF MEMBERSHIP

That the Board shall have the right for good and sufficient reasons to terminate the membership of an individual member or of a constituent body or section provided that the individual member or person representing the body or section shall have the right to be heard by the Board before a decision is made.

Article 12:

All members shall pay such subscription as the council may from time to time determine.

Article 13: BODIES OF THE FOUNDATION

- The Board of Directors or The Council – Shall comprise the Founder or Chairman, Vice Chairman, Executive members and other representatives of Constituent bodies and Honorary Officers.
- The Executive Committees – Shall comprise the Chairman, Secretary, Treasurer and definite number of members
- Standing Committees – appointed by the Executive Committee.
- Ad hoc or Sub – Committees – appointed by any committee.

- Members – registered members and volunteers.

Article 14: MEETINGS

That the Board Shall meets twice per month. That there shall be Annual General Meetings, Special or Emergency General Meetings and Ordinary meetings. That the Annual General meeting shall be held once each year and it shall be convened by the Council, individual members and representatives of constituent bodies shall be entitled to attend.

Article 15: FUNCTIONS OF EXECUTIVE MEMBERS

- That the Chairman shall preside at all meetings. In his or her absence, the Vice- Chairperson shall perform that role.
- That the Secretary shall be responsible for the minutes of meetings, correspondence, preparations of reports, information and shall officially keep custody of such records. He or She shall be responsible for convening meetings after consultation with the Board.
- That the Treasurer shall keep financial records and submit financial reports of the foundation.
- That the Board or Council shall assign functions to other executive member it shall time to time determine.

Article 16: ELECTION AND TENURE OF OFFICE HOLDERS

That the tenure of office holders (excluding the Founders) shall be two (2) years but they shall be eligible for another two (2) year term subject to the absence of any criminal offence, disrespect, disobedience and poor performance.

That appointment of office holders shall depend on qualification, competence, experience and good human relation. That at least (2/3) members of the Annual General meetings shall vote to approve the appointment.

Article 17: FINANCE

- That all monies raised by or on behalf of the foundation shall be applied to further the objects of the foundation and for no other purpose.
- That the Treasure shall keep proper accounts of the finances of the foundation.

Article 18: AUDIT

- That the Accounts shall be audited at least once a year by a qualified auditor or auditors who shall be appointed at the Annual General meeting.
- That an audited statement of accounts for the last financial year shall be submitted by the Board to the Annual General Meeting.

Article 19: QUORUM

That one- third of the members shall form a quorum at a meeting of the Board or Council, the Executive Committee and all other committees.

Article 20: MINUTES

That the minute's books shall be kept by the foundation, the Board or Council, Executive Committee and all other committees and the appropriate Secretary shall enter therein a record of all proceedings and resolutions.

Article 21: SOURCE OF FUNDING

That the Source of Funding shall be;

- Members Subscriptions.

- Donations from individual and organization (Public and Private).
- Fund Raising activities
- Embark on income generating activities.

Article 22: ALTERATIONS TO THE CONSTITUTION

That any proposal to alter this constitution must be delivered in writing to the secretary of the Foundation not less than 28 days before the date of the meeting at which it is first to be considered.

An alteration will require the approval of both;

- A simple majority of members of the Board present and voting at a Board meeting.
- A two – third majority of individual members and representatives of the constituent bodies of the foundation present and voting at a General meeting
- Notice of each such meeting must have been given in accordance with normal procedure but less than 14 days prior to the meeting in question and giving the wording of the proposed alteration.

Dated At Nkawkaw this 24th Day of June 2013.