

## How Sponsor A School works

You can help Mary's Meals reach many more hungry children – and give your fundraising a focus – by pledging to cover the cost of feeding a whole school for an entire year! Here's how Sponsor A School works:

### 1. Getting started

- Click **start fundraising** on the Mary's Meals website and you'll be able to view a list of schools currently available for sponsorship in Malawi, Liberia, Kenya and Zambia.
- Fundraising targets are set based on the number of children currently enrolled at the school multiplied by the global average cost to provide Mary's Meals to one child for a whole school year.
- This means that £13.90 / €15.60 / \$19.50 x the school enrolment number = a whole school without hunger for 12 months!
- Once you've selected a school, you can give your Sponsor A School project a snappy name, write a short blurb about why you're fundraising, and upload header and profile images. We then ask you to create an online Mary's Meals fundraising account.
- Once you've verified your account via email, your Sponsor A School project is active and you can share your fundraising project page – to which anyone can donate – with your friends, family or wider community. Happy fundraising!
- From the point your Sponsor A School project is active, you have up to 12 months to reach your fundraising target – though the sooner you get there, the sooner your school will be sponsored and you'll receive your report.

### 2. Reaching your target

- As soon as you reach your fundraising target – and thereby ensure the children at your school each receive a nutritious daily meal for a whole school year – your first year's sponsorship will begin. We'll contact you to say a huge "thank you" and ask which short piece of wording you'd like to be displayed on a sign at your sponsored school. We'll then add your Sponsor A School project to our reporting schedule.
- The Mary's Meals fundraising team in your country can help you to decide on your sign wording. However, this should generally be as brief as possible (between 5 and 15 words) and wording will be subject to review before the sign is hand-painted locally. It is not generally possible to include a logo or image on a Sponsor A School sign, but please **contact us** if you have any questions.
- Within four months of your target being reached, we commit to preparing and sending you a bespoke report about your school's progress. While we always hope to provide the report even sooner than four months after sponsorship has commenced, Mary's Meals' low-cost approach – and our commitment to spending at least 93% of donations on our charitable activities – means we rely on a small and busy staff team to administer Sponsor A School. We are always grateful for your great generosity and patience, and – owing to the challenging contexts in which we work – unexpected delays, outside of our control, may occasionally occur.
- Our Sponsor A School reports consist of special photographs and case study quotes from your sponsored school, including images of the sign that's been installed at the school to recognise your sponsorship. The reports are provided in the form of a unique web-link, which – should you choose to do so – can be shared with your friends and family by email or on social media. It's also possible to export a PDF version for printing. Your Sponsor A School report will give you a real sense of how your support is attracting children to the classroom and providing hope for a brighter future!

### 3. Renewing your sponsorship

- As much as is possible, we hope that Sponsor A School can help to build meaningful, long-lasting relationships between donors and their sponsored schools. That's why, once you've met your fundraising target for 'year 1', we'll immediately – via your Mary's Meals online fundraising account – give you the option to reserve your school for a second year of sponsorship at the click of a few buttons.
- We realise not everyone will be able to make an ongoing commitment to their school, so please feel free to decline re-sponsorship, if you know you won't be able to sponsor for another year. This enables us to make the school available to other supporters as soon as is possible.
- Once you receive your Sponsor A School report (up to four months after your target is met and your sponsorship period begins) – and if you haven't yet selected to re-sponsor or decline re-sponsorship – we'll make the option to reserve your school for a second year of sponsorship even more visible on your user account page.
- If you haven't chosen to either re-sponsor or to decline re-sponsorship in the few weeks after you've received your report, we'll contact you to check what your plans are. If we can't reach you, we may choose – at the discretion of the fundraising team in your country – to release your school to another donor. Please [contact us](#) at any time to discuss the process for renewing your sponsorship.
- If you choose to renew your sponsorship, then a brand new fundraising page will be created on our website, with a new fundraising target based on your school's latest enrolment number. You can then, once more, begin the fundraising process, which can again last for up to 12 months.
- To ensure your school is fully sponsored at all times, we would encourage you – in as much as is possible – to begin fundraising for your next year of sponsorship as soon as the first year's target has been reached.
- If at any time you choose to decline re-sponsorship, please be aware that your school will be released to other donors.
- Our online fundraising system will still allow you to see previous years' fundraising pages – though now closed to donations – as well as any previous reports on your sponsored school. This access to your Mary's Meals fundraising history, which is shareable with your friends by email or social media, will allow you to see your enormous impact on the lives of impoverished children and their communities over time.
- Please note that our online fundraising system's "fundraising history" only applies to previous online Sponsor A School or general fundraising projects. It does not include Sponsor A School projects completed offline, or any single or recurring donations to Mary's Meals given on a personal basis, outside of a defined online fundraising project. But watch this space – we hope to provide online access to your full donation history in due course!
- Should you raise any funds in excess of your target during the first year of fundraising, please note that these can't be carried over into the second year of fundraising via our online system and will be allocated to general funds. If you wish to donate funds to your second year of sponsorship, then you must wait until your 'year 2' fundraising project page is live.
- The process and terms for moving between 'year 2' of sponsorship and 'year 3' – or any subsequent fundraising years – remains the same as described above.



#### 4. Other things you need to know

- If your fundraising project is inactive for several months, we'll get in touch to see if there's anything we can do to help. If inactivity continues or if the 12-month fundraising period passes without the full fundraising target being met, we may choose – at the discretion of the fundraising team in your country – to release your school to another donor and allocate any money already raised to Mary's Meals' general funds. We're always keen to ensure money is not left sitting there when children can be fed. Please don't hesitate to [contact us](#) at any time if you need advice or support.
- Our website gives donors the option to cover the payment system transaction fee Mary's Meals incurs for every online donation made to Sponsor A School projects. Any amount donated with the purpose of covering a transaction fee will not count towards a Sponsor A School fundraising target.
- Conversely, tax incentive schemes supported through our website (such as Gift Aid in the UK) do count towards fundraising targets.
- In order to aid Mary's Meals' efficiency in administration and flexibility in meeting the greatest need, funds donated to Sponsor A School projects are restricted to the country in which the sponsored school is located, rather than to the specific school.
- The facilitation of direct communication between donors and their sponsored schools, or visits, or delivery of material aid, should not be assumed to form part of a Sponsor A School project. Please [contact us](#) for more information.
- In the event that you're unable to continue sponsoring your school, Mary's Meals would – as funds allow – endeavour to continue supporting school feeding using general funds donated to us, or by releasing your school to another donor for sponsorship.
- The supply of schools available for sponsorship through Sponsor A School is subject to availability.
- We may, at any time, make changes to our website or to these terms and conditions for how Sponsor A School works.
- We take reasonable care to ensure that all details and descriptions of schools are correct at the time when the relevant information was entered into our systems.

Thank you for considering starting your own Sponsor A School project! To discuss any aspect of Sponsor A School, please [contact us](#).

