Our Vision
Our vision for every child, life in all its fullness;
Our prayer for every heart, the will to make it so.

Sponsor Handbook

Thank You for Your Love in Action
It’s about Transforming Lives

Child Sponsorship
With the pooled contributions from sponsors, Child Sponsorship serves needy children around the world and strives to create an environment where children can grow healthily, have education opportunities, develop their potential and pursue their dreams.

Children are supported
Sponsors are blessed
Entire community is empowered

Area Development Programme
The best way to help change a child’s life is to change their community.

World Vision will assess the needs of identified communities and work with them to implement an approximately 15-year Area Development Programme (ADP). Community members are mobilised and empowered to play an active role in the development process that ultimately brings everyone, from children to adults, a better and more sustainable future.

Lifecycle of an ADP
- Building confidence for the future
  - Self-assurance and self-sufficiency grow
  - Years of hard work and partnership transform lives with real and lasting change
- Building hope and skills
  - Community participates in progress and embraces project ownership
  - Children continue to benefit from projects
- Building trust and laying groundwork
  - Partnership with community established
  - Needs and resources assessed and planned
  - Child Sponsorship and community projects begin

Child Well-being Aspirations
- Enjoy good health
  - Improve children’s health in the long run
- Educated for life
  - Empower children to strive for a better future
- Experience love
  - Children learn to love and be loved
- Cared for and protected
  - Provide a safe environment for children to grow with dignity
Children & Community Development

World Vision’s focus:

- **Health**: Improve child health through nutrition projects, promote antenatal checkups and breastfeeding, encourage vaccination, and enhance medical services in communities.

- **Education**: Equip parents with knowledge on children’s physical and cognitive development, establish early education centres, provide a safe learning environment for children, and help the youth to receive life skills training.

- **Water**: Build and repair water supply facilities, and promote hygiene knowledge to improve sanitation.

- **Livelihoods**: Provide skills training to help impoverished farming families increase income and set up savings and loans groups to increase the financing capacities of families.

- **Child Protection**: Enhance awareness of child rights, care for the most vulnerable children, help families register their newborns, and raise awareness and capacity among community members towards disasters.

A child’s transformation

12-year-old Cambodian girl **Daly** was not fond of school. She used to skip school to tend the cattle. After becoming a sponsored child, she attended World Vision’s Child Friendly Space where she learned to study and share with others. Now she is an excellent and helpful student.

“I want to be a teacher because I like teaching. I want to see that children in my community are educated. Educated people respect each other. They’re not violent. I’ll study English, so I can communicate with sponsors when they visit me later.”  

**Daly**

“I want to see my children finish school and have a good job. Although I can’t help my children learn, I always encourage them to do their homework and learn with other kids at the [children’s] club.”

**Daly’s mother**

“I want a little bit quiet, but she is friendly and conscientious. She likes to help other friends by explaining the lessons to them. She has a good rank [in class].”

**Teacher**
Walking with your Sponsored Child

Sponsorship enriches the lives of your sponsored child as well as yours, and there are different ways to cultivate this special relationship. May your sponsorship journey be filled with joy and blessings!

Know your sponsored child

- Child information folder with child photo, greeting note for the child and this sponsor handbook
- Introduction letter from your child

Witness the growth of your child and community

- Annual Progress Report sent by our field offices in the second half of the year, along with a recent photo of your child
- Sponsor Gathering to share and witness development progress; and for you to bring in families and friends to share the joy of sponsorship
- Visit your sponsored child through our supporter tours or personal visits. Please notify us at least 3 months prior to your departure to allow enough time for coordination with field offices

Stay in touch with the world

- Visit our Website to learn more about World Vision's global development work
- "Like" our Facebook page to receive latest updates
- E-alerts for World Vision's emergency relief and special events or occasions

Project closure or other cases

- Individual withdrawal: When the status of a sponsored child changed. For example, if they have become self-sufficient (because of graduation; marriage; improvement in family finance), or no longer live in the community, their child sponsorship will end
- Project closure: When the community has achieved its development goals

When one of the above cases happens, we will inform you by writing and transfer your sponsorship to another child in need.
Writing to Your Child

Your sponsored child loves to hear from you. You can send a physical letter or an eLetter:

- English letters should be sent to the World Vision office in your child’s country. If translation is required, please send it to World Vision Hong Kong.

Please be patient while waiting for your child’s reply as it takes time for translation and delivery. If you do not receive any reply 4 months after you have sent your letter, you can contact us for follow-up.

Getting started

- Choose some nice letter papers and tell him/her about your family or everyday life, and share a photo of yourself.
- Invite your child to share about his/her family, school life, favourite subjects and hobbies.

For your attention

- Due to differences in culture and living standard, avoid sensitive topics such as wealth, religion and politics.
- To protect your privacy, do not disclose your contact details, such as address, e-mail or phone number.
- World Vision staff will check and, if necessary, delete contents that are inappropriate to the child’s local context or contain contact details.

Sending Gifts to Your Child

Your greetings and support to your sponsored child, as expressed in letters, are already the best gift of all! If you would like to send gifts to your child, please note the following:

- Do not send bulky or expensive gifts (your gift should fit into an A5 envelope) as this may stir jealousy among children, and will increase the administrative and handling costs.
- Avoid gifts with religious messages because sponsored children are from culturally different backgrounds. E.g., pigs are regarded as unclean by Muslims, so any gifts with images of pigs to children in Muslim countries should be avoided.

Recommended gifts

- Postcards
- Photographs
- Birthday cards
- Stickers
- Bookmarks
- Stationery
- Greeting Cards

Gifts to avoid

- Food*
- Jewellery*
- Cash*
- Second-hand items*
- Watches or other electronic products*

* Some countries have import restrictions and impose high taxes on these goods.
Your donation doesn’t just benefit your sponsored children, but also their families and communities.

Instead of supporting a single child or his/her family, your monthly sponsorship donation will be combined with other sponsors’ donation to support the overall community development, bringing sustainable and long-term improvement rather than meeting individual needs. For example, instead of buying water for children, we work with community to build and maintain water facilities so that they can enjoy water sustainably. Your sponsored children will benefit from the entire community development.

“How long does a child sponsorship last?”

The duration varies according to the progress of the ADP, which typically lasts for around 15 years. However, changes in a child’s circumstances may also affect the duration. For instance, your sponsorship will end when your child finishes school, gets married, moves out of the community, or when his or her family has achieved a better living. In these cases, we will give you a written notification and transfer your sponsorship to another child in need. Please contact us should you prefer other arrangements.

* Some sponsored children may leave the community temporarily for specific reasons. To avoid losing their sponsorship, World Vision’s field staff will monitor their situations for six months and notify the child sponsor when their status can be confirmed. Donations received during the period will be used to support the development projects in the child’s community.

World Vision needs to build relationships with community, local partners and governments during the development process. Then you might ask, “Will my donation eventually reach the people in need?”

You can be assured that World Vision facilitates, manages and monitors all development projects. Internal audit measures are in place to ensure proper use of donation.

World Vision needs to build trust and relationship in implementing projects. For example, AIDS is a social taboo in many developing countries. We must partner with local NGOs and religious leaders to launch any prevention or education work or to mobilise community leaders and health workers to care for people living with HIV, orphans and vulnerable children.

It is very important to empower community leaders.

Development isn’t just about giving because that might encourage unhealthy dependence. The ultimate goal should be to help community achieve self-reliance. World Vision mobilises community members to take part in the development, introduces different knowledge and skills, strengthens their capacity and commitment, helps establish support networks, and encourages mutual learning so that eventually the community can own its future development.

“Can I share my sponsored child’s information through social media or other channels?”

We welcome all sponsors to share the joy of sponsorship and encourage more people to become child sponsors. However, please take note of the following to protect your sponsored child’s safety and privacy:

- The child must be adequately clothed in the shared photos
- Family name, sponsorship ID and location/address of the child should NOT be disclosed
- Uploaded child photos should NOT be geo-tagged to the precise locations of sponsored child
- Storage and transmission of the child’s personal information using internet, mobile devices, or other electronic means should be password-protected

“What should I do if I suspect that some children in programme are abused?”

World Vision has zero tolerance towards incidents of violence, including sexual exploitation or abuse, against children in the communities we serve. You play an important role in helping us keep your child and any other children safe. In case you have concerns either about the conduct of our employees or of any abuse of children or other vulnerable groups in our operations, please report via:

1) Call: World Vision Hong Kong at (852) 2394 2394 OR 2) Email: World Vision Hong Kong at hotline@worldvision.org.hk

We maintain appropriate confidentiality for individuals in safeguarding incidents by keeping personal data strictly confidential and protected accordingly.

You may read more about how World Vision safeguard child and adult beneficiaries by visiting: bit.ly/wvhk-psqecp

Dispatch of donation receipts from World Vision

You will receive a printed Annual Donation Receipt within one month of the end of the financial year for your tax deduction purposes. To save resources, we encourage you to sign up at “bit.ly/wvhk-eADR” for an electronic copy of the Annual Donation Receipt instead. Please contact us if you require separate receipts for individual payments.

“How can I donate?”

Direct debit is the most effective donation method in reducing our administrative costs. You may also use credit card, PPS (Payment By Phone Service), crossed cheques or our online donation service, or you can make cash/EPS payments by visiting our office in person.