

Student Gift Policy

1. Purpose

Friends of Ngong Road (FoNR) raises and stewards charitable funds in the United States to support the mission and programs of Ngong Road Children's Foundation (NRCF) in Kenya. This policy helps us stay compliant with U.S. nonprofit rules, protect students/participants, and ensure fairness and good controls. This policy aims to create a standardized approach, ensuring that all graduates are treated equitably, avoiding a system where only a few receive special benefits.

This policy applies to students who are in Primary, Secondary or Post-Secondary programs with NRCF. It does not apply to Alumni.

2. Core rule

FoNR does not accept or deliver gifts intended for a specific individual (student, alumnus/alumna, staff, contractor, or volunteer) **except for the limited situations listed in Section 4 below.**

3. What FoNR will not do

FoNR will not:

- Accept donations earmarked to be delivered to a specific person
- Carry, deliver, or pass through **cash or cash equivalents** for anyone
- Arrange or endorse informal direct-giving plans outside approved programs
- Coordinate direct giving by U.S.-based supporters

Cash and cash equivalents are never allowed (including gift cards or stored-value instruments).

All charitable gifts to FoNR must support Board-approved, organization-run programs and follow FoNR's and NRCF's financial controls and reporting, in alignment with our gift-acceptance policy.

4. What *is* allowed

A) Supporter visits (sponsor pays directly)

When supporters visit Kenya, they may treat active primary, secondary, and post-secondary students to an outing, meal, and/or shopping.

- Recommended spending limit: **\$150 total**
 - **\$100** for the student
 - **\$50** for family food support (especially if visiting the home)
- Sponsors **must pay vendors directly**. Sponsors may not give funds to NRCF staff to administer.

B) Small personal gifts carried by FoNR travelers (non-cash only)

At a sponsor's request, **FoNR staff, board members, or volunteers may (at their discretion) carry small personal gifts for students**, with these rules:

- **No cash / no gift cards / no stored-value items**
- Gifts must be **small, appropriate, and of nominal value**
- Items are **not donations to FoNR** (no receipt; not purchased or reimbursed with FoNR funds)
- The traveler may decline; delivery is **not guaranteed** and FoNR is not responsible for loss, damage, customs issues, or non-delivery
- This applies **only to gifts for students**, not gifts for staff/contractors/volunteers
- Delivery should follow NRCF safeguarding expectations and on-the-ground practices

5. Compliance and “no other exceptions”

FoNR staff, board members, and volunteers must follow this policy in all donor interactions.

Any requests outside Section 4 will be declined.

6. Review

This policy will be reviewed annually by the Governance Committee and approved by the Board of Directors.

Adopted by the Board of Directors on February 11, 2026.