



UHURUPAD FIELD AMBASSADORS PARTICIPATION GUIDE



- TRAVEL BACKGROUND
- FUINDRAISING INFORMATION
- and more!

NOTE: This manual is provided for general guidance and reference for prospective participants. The latest details for confirmed mission participants will be founded upon completion of our application on Managed Missions and selection to the team.

www.FootForwardFund.org



WHAT IS AN UHURUPAD FIELD AMBASSADOR?

An UhuruPad Field Ambassador is a student or adult who helps to:

- Bring menstrual health and hygiene to girls in East Africa through personal, crowdfunded, or other donations which facilitate the purchase of UhuruPads and undergarments.

With these simple products, Tanzanian girls are able to attend school and participate with a new sense of confidence. **Without** the basic dignity of menstrual hygiene and undergarments, a girl in the developing world might miss four days of school each month!

- Empower women and girls through education and awareness and work to remove the stigma surrounding menstruation at home and abroad.

Uhuru Field Ambassadors undergo training and mentoring to ensure that they can deliver essential information with accuracy and compassion, often under challenging circumstances.

*Mwenye kutenda jamala,
naye hulipwa jamala.*

To the person who does kind things,
kind things will be done.
- Swahili Proverb -

UHURUPADS: AFRICA'S FIRST 100% COMPOSTABLE PADS

UhuruPads—an initiative of the U.S. non-profit Foot Forward Fund—are Africa's first 100% compostable sanitary pad and distribution program. We call our pads "Uhuru" (the Swahili word for "freedom") to reflect our belief that understanding menstrual health and have the chance to practice good hygiene is critical to independence for girls and women. Using award-winning technology and training developed by Aakar Innovations of Mumbai, India, UhuruPads are made in Arusha, Tanzania by a team of women. Our pads are comfortable, effective, and hygienic.

Since production began in 2017, tens of thousands of Tanzanian young women experiencing menstruation have been supported with pads, undergarments, and health and hygiene education.

WHY MENSTRUATION?

In communities of opportunity and wealth, menstruation – the shedding of the uterine lining during which blood and other fluids flow – may be seen as just "something to deal with" (albeit quietly and discreetly). Though nearly all older girls and women experience menstruation, the stigma surrounding one's "period" is endless. While all females of the age appropriate for menstruation may share some challenges – discomfort, bleeding, pain, stronger emotions – in the developing world (and even among underserved females in more developed communities), **menstruation can be an obstacle to success** as girls and women miss out on education, work, and other opportunities.

Over time, gaps may become truly insurmountable.

Limited information about menstruation, fertility, and reproductive health can also mean that even "grown women" don't understand the natural, healthy purpose of menstruation. Confusion fuels inaccurate information, and can cause shame, anxiety, and fear.

Safety challenges abound when hygiene products are hard to find and/or are too costly. Women and girls may resort to unsanitary interventions (rags, newspapers, dirt) - unhygienic stop-gaps with potential to cause severe illness. Menstruators may seek remote places to "tend to the problem" (compromising their safety) or trade sexual favors in return for products. When safe places to manage menstruation (such as lavatories) are few and far between, countless challenges to health and safety abound.

To increase employment and empowerment for women and access to education for girls, we need Ambassadors for menstrual health!

IMAGINE

missing four days of school each month as your class forges ahead.

WHAT IF

you had to take week's "vacation" (without pay!) every 30 days?



UHURUPADS TIMELINE



OUR STRATEGY AND SUCCESS IN TANZANIA

UhuruPads are locally made, comfortable, effective, and hygienic. Using a tried and true, award-winning system, we have:

- established a secure production facility and training space;
- developed a curriculum to educate/empower recipients of our pads;
- launched an online course to certify Menstrual Hygiene Ambassadors who visit groups of girls attending school;
- secured our Tanzanian NGO certificate and permissions to launch our women's microbusiness program (a future goal—funding permitting);
- developed metrics to collect data about the impact of the project.

What's the Rush? The understandings we developed after surveying girls attending local schools revealed that:

1. many miss at least a day of school each month during their cycle
2. most have feelings of shame, embarrassment, and anxiety associated with their cycles
3. many girls also do not have undergarments.

We were compelled to act. Today, pads, new undergarments, and education are provided as part of our support.

UhuruPads' production facility shares work space with Her Best Foot Forward (our social venture which sells handmade Artisan goods). The teams mentor one another and collaborate! Along with support from donors, 100% of Her Best Foot Forward net sales proceeds fund UhuruPads.

WHY?

During menstruation, vulnerable girls miss school or quit because of a lack of hygiene products, fear of

In 2012, philanthropy strategist, **Laura Chauvin**, was working in Tanzania on clean water and nutrition projects. While there, she met a group of women Artisans making beautiful, beaded sandals. In 2015, she founded the non-profit **Foot Forward Fund** and the impact brand **Her Best Foot Forward** to create a market for the women's goods and invest the proceeds to support vetted charities facilitating education and clean water.

While assisting an NBA athlete with girls' education efforts in Tanzania, Laura learned that menstruation can be a significant obstacle to girls' education. In 2017, with the support of many people, UhuruPads was founded to create employment for women and facilitate the provision of hygiene products and education to girls.

The technology behind UhuruPads was developed by and continues to improve due to the leadership and generosity of Aakar Innovations of Mumbai, India. They were the first organization to develop a 100% compostable pad.



WANT TO TRAVEL WITH US TO TANZANIA? LEARN MORE!

We love compassionate, tough, determined volunteers to travel with us to Tanzania! To travel without a parent or guardian, participants under the age of 18 must apply, undergo an interview, and have parents/guardians willing to provide a signed release and other notarized documents. While we have limited student “airfare” scholarships, in principle, participants must fully fund their own costs for travel (air estimated at \$2000) and ground (estimated at \$2250). In addition, each participant is requested to donate or fundraise to support the students we serve; this year’s suggested contribution is \$2500 (and we have lots of ways to help you get there).

Managed Travel and Documents. We can provide an application to apply via our travel platform www.ManagedMissions.org. Founded to serve primarily Christian faith-based mission trips, the Managed Missions site may reference “your church,” “your Pastor,” etc. While grateful for the extension of this free platform for our use—please note that our program is **not associated** with any particular

faith. From different faiths and walks of life we help girls find their own grace, power, and dignity. All Are Welcome!

2024 DATES

July 12-22

International Flight Information: Our international departure/return city is typically NYC, DC, or Chicago, based on the most economical flight determined for the **entire** group. *Please note:*

for the purpose of economy, efficiency and safety, all group members generally travel on the same itinerary to/from the US. Frequent flyer points may be accrued on the trip - and may be used by you to get to/from our departure city - but **generally cannot be used** internationally (given our group ticketing).

Passport and Visa: Your passport must be valid for **at least 6 months after** our return from Tanzania. You are responsible for purchasing your Tanzanian Visa online in advance.

2024 MEN’S PROGRAM. We’ve piloted (based on interest from brothers, dads, and uncles of participants) a “parallel” program for young men (high school and college). In 2022, we included 6 young men/two dads; in 2024 we had 9 participants. We are proceeding carefully with the expansion of this effort (with separate housing for males/females). Advise if you have interest.



ALL PARTICIPANTS MUST BE FULLY VACCINATED WITH BASIC “CHILDHOOD” VACCINES. Additionally, please check with your doctor now to determine their recommendations as coordinated with the Centers for Disease Control.

In the past, Ambassadors were told by their local doctor that yellow fever immunizations were not required and doses limited. This is accurate - however - if our flight into Tanzania goes through Kenya or another country where yellow fever is present, we will be asked to document proof of yellow fever vaccine upon arrival in Tanzania. We can explain that the stop in Kenya was just for transit but there is also a chance that, if an airline delay results in a longer stay in Kenya, participants will be required to get the vaccine. They do give this vaccination at the Kilimanjaro airport—just in case.

Ultimately, you are responsible for covering all costs associated with vaccines or testing as required by the Tanzanian and US governments—as well as countries through which we may travel in getting to/from Tanzania. A full battery of up-to-date immunizations as well as required testing to enter our destinations and home country can cost several hundred dollars: please consider this when you are setting your budget and making your plans. If you add these costs to the funds you are raising, you can request reimbursement from your funding pool (after other costs have been covered). **All participants (or a parent/guardian for those under 18) must complete the health form on Managed Missions.**



MEALS/BASIC ITINERARY/GOOD THINGS TO KNOW!

MEALS. Most meals will be served homestyle (breakfast/dinner) at our homestay. Our house “mom,” Jane, is a great cook and prepares hot, delicious meals. Breakfasts are incredible with lots of fresh fruits, eggs, and baked goods. When traveling during the days, we’ll each have an ample box lunch. We are able to accommodate a basic vegetarian diet and – by avoidance and advance communication – food allergies. If food allergies (for example, gluten free), necessitate buying additional and/or specific food items, please advise well in advance and, potentially, backstop by bringing some “go to” foods from home. Bottled water will be provided amply.



PRELIMINARY ITINERARY.

FRIDAY: Depart USA: Arriving Tanzania on **SATURDAY** (22-24 hours in transit), we’ll be met and transfer (60 minutes) to a secure “compound” owned by the Salehe family. Jane Salehe has designed gardens for homes and leading hotels in Tanzania; her husband, John, is a retired officer with the Tanzanian Bureau of Natural Resources. Two or three team members will share a spacious room and bath (western toilet and shower). Please hang up clothing and towels and keep things tidy. This is a gracious home in which considerable (and well-deserved) pride is taken. Kindness is returned in full (including clean laundry, great food, and a lush setting).

SUNDAY: Full Day One / ARUSHA Acclimate to our new surroundings and perhaps head into town to visit the sanitary pad production facility, meet with our Swahili translation team and prepare for our Monday school visits.

MONDAY—THURSDAY: FULL DAYS 2-5 / SCHOOL VISITS (locations TBD but within a 90-120 minute drive from our home) Following an early breakfast each day, we will visit at least 1-2 schools. We will likely visit a variety of schools to see some of the differences between school environments (some will have varying types of lavatory facilities, some will be co-ed, in some, English will be spoken with proficiency or not at all).

All team members will actively participate in each school visit. Each visit will be a bit “un-predictable” and different – what they share in common is that the overall experience will uplift, inform, and inspire. Most visits will include:

- Presenting the training materials: presented in English, accompanied by a translator presenting in Swahili;
- Distributing sanitary pads and undergarments;
- Building a “tippy-tap” - a simple handwashing station.

FRIDAY: Morning; cultural enrichment TBD/Afternoon: departure for Safari experience (likely Tarangire game park)

SATURDAY: After an early breakfast, we will transfer to the Ngorongoro Conservation Area, a protected area and a World Heritage Site approximately two hours west of Arusha. The Ngorongoro Crater, a large volcanic caldera within

COMMUNICATIONS & ELECTRICITY. If you want to check email/talk to folks at home/post on social, our house Wifi is not going to accommodate this. We recommend you get your cell phone’s international plan to avoid unpleasant charges upon return to the US. Some areas will have Wifi available – except some school visit areas and safari locations. Electrical current is 230 volts, 50Hz (Type D; electrical plug has three circular pins) (Type G; electrical plug has three flat prongs)

CURRENCY. Carrying cash, an ATM or credit card for cash advances in case of emergency is advised. The best places to exchange money are normally bureau de change which have fast service and longer hours (and often slightly better rates) than banks. Local currency in Tanzania is the Tanzanian Shilling. Many places will accept USD.

LANGUAGES. Swahili is Tanzania’s official language. English is taught in school – some understand basic greetings/words. *Basic Swahili vocabulary is found in Managed Missions (where there is also find a link to a site to learn a lot more!).*

CLIMATE. Tanzania has a tropical climate – we will be visiting during the “winter” – and may experience rain.

GIFTING AND OTHER INTERACTIONS. It is nice to have a piece of candy or a trinket to offer to those we meet along the way. Use caution—you can create a panic. It is polite to request permission before photographing someone (or someone’s child). We generally don’t advise this paying for photos. Some ask if they can bring clothing or shoes to donate to schools. Local people are so capable and gifted in making textiles and footwear so we discourage this—you will see an abundance of second-hand western clothing throughout our trip. Stickers, crayons, etc. are great choices.

SHARING CONTACT DETAILS. Some may ask for your social handles or email. Use caution as you may receive future requests for money or gifts.

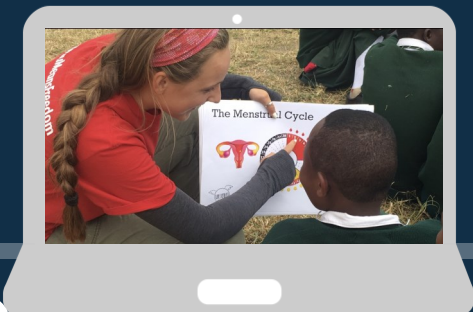


FUNDRAISING FOR UHURU

You can fund your service and travel personally and/or raise funds to do so. While Ambassadors must be self-motivated, independent leaders, UhuruPads (and Her Best Foot Forward) is ready to support you with:

- An online fundraising platform you can customize to create a personal fundraising page with your own message and pictures. The link you share is your own and funds raised using it are tax-deductible and will immediately be credited to your goal (donors will also receive an appropriate receipt for tax purposes). This platform will remain live until mid-August so that, if someone makes a gift after the trip concludes, funds will be counted. **See page 7** for set up instructions.
- Guidelines for a letter-writing effort—we're big on more personal asks!
- Promotional materials (one sheets, flyer templates, videos).
- Information on menstrual health as a global issue.
- Customizable donation requests and acknowledgements.

DID YOU KNOW? Our Field Ambassador certification course is online and available 24/7. Make sure you access it (via the link on Managed Missions), take and *pass* your course before departure! **Don't worry!** You'll also receive a special presentation book to make your presentation your own!



PRELIMINARY PARTICIPATION COSTS

$$\text{\$2500} + \text{\$2250} = \text{\$4750}$$

Projected
International Air

Projected Ground
Ground Costs

PROJECTED TOTAL

Note that costs for domestic air to our departure city, immunizations, testing, your Tanzanian visa are not included; ground and international flight costs may vary +/- \$500

Supporting the Girls We Serve: We ask that each Ambassador endeavor to contribute or fundraise enough to support **at least 200** girls with new undergarments (many do not have them), education and UhuruPads for a full year. This cost breaks down to **\$1 per month per girl!** Keep in mind that we will actually serve many more girls than this total—so if you raise or contribute more, that's amazing!

"Ground expenses" in Tanzania will range between **\$2000-\$2500** and include:

- homestay housing: shared room with another team member
- group meals (Breakfast/Lunch/Dinner)
- bottled water in plentiful supply throughout your stay
- ground transportation in Tanzania (all transport in private vehicles and including a 2-day safari before you return to the U.S.)

"International travel" is anticipated at **\$2500** (*this can fluctuate depending upon group size and time of booking; limited student airfare scholarships are available*)

Variable, related expenses—domestic travel to our departure city, immunizations, tests, visa, pocket money (coffees, snacks, etc.)—are **not included** in the above.



POTENTIAL FUNDRAISING IDEAS:

Some of the students who've served as Field Ambassadors suggested these ideas for raising (perhaps lots of small!) gifts that add up. Especially if you can get your school or a Club to join you, a lot is possible:

- **Non Uniform Day.** If you're a high school student whose school requires uniforms, with permission, collect \$1-\$3 to support your effort. Donors get a day out of uniform!
- **Community Service.** Offer your skills and services (on your own or with friends) to the highest bidder in return for everyday tasks such as errands, pet sitting, or yard work.
- **Bake or Craft Sale.** Get friends together to bake some treats to sell (at school/on campus, if permitted) or set up a table in the community with homemade crafts.

WHAT IF I DON'T REACH MY FUNDRAISING GOAL?

To participate as a Field Ambassador, we ask that everyone make an effort to contribute to assist with the support of the girls we are serving.

If you can't raise or donate funds—please share your situation in advance. While we truly need the help to support as many girls as possible, we are also willing to work with you!



USING OUR ONLINE FUNDRAISING PLATFORM

If desired, we will work with you to set up a secure, personal fundraising page, focused primarily on the needs of the girls you will serve.

1. Our page will have some standard elements you can vary →
2. You'll sign up as a fundraiser and our system will track all donations and send appropriate receipts to donors who support your campaign. You will also be able to know who has contributed (so you can thank them personally).
3. Setting up a page is pretty straightforward and can be done in less than 20 minutes!



Help Bring Menstrual Health & Hygiene to Tanzanian Girls

We Can Change This!

Using locally made, eco-friendly, 100% compostable and biodegradable sanitary **UhuruPads** ("Uhuru" is the Swahili word for "Freedom") the Foot Forward Fund (a US 501(c)(3)) is bringing understanding, health, and hygiene to Tanzanian girls in need.

UhuruPads are made by women in a small microenterprise in Tanzania: this results in a critical product and desperately needed jobs. As Africa's first and Tanzania's only 100% compostable pad and distribution program, we provide our pads, as well as new, clean undergarments, and basic health and hygiene education to school-aged girls. Delivered with compassion and dignity, **UhuruPads** affirm the potential and worth of the girls who receive them.

Help Us: Sponsor a Girl...Sponsor a Classroom...Sponsor a School: It's Life-Changing



PLUS! Her Best Foot Forward swag... and sandals!

While we will tell you that the "best" way to raise funds for this effort is to create a thoughtful, compelling ask, for

donors who might need a special incentive, we can provide you with some small "swag" items—bracelets, key fobs, phone grips to incentivize \$10+ donations. This can help you jump-start your fundraising and reach people who not typically donate, for example:

1. On Facebook/Instagram/Twitter/etc., share a picture of an item and offer: "For everyone who contributes \$10 to my campaign in the next 24 hours at [LINK], I will send you this!"
2. Setting up a table at a craft show/market and taking donations in exchange for the items.

If You Have More Time: Use Her Best Foot Forward to Raise Funds:

- We'll provide you with up to 4 pairs of sandals (or bracelets or similar) to encourage donations via a raffle or other fundraising event in which **at least 25** people participate
- You can host a merchandise event from which you can receive credits toward your Ambassador experience in return for total sales
- Receive your own online sales code for Her Best Foot Forward. Share it with friends and family (who'll get 15% off their purchase). Again, you can receive credits toward your Ambassador experience in return for total sales

Other Ideas? We're Open!



FUNDRAISING: START CLOSE TO HOME

If you plan to raise funds for your Field Ambassador experience, your work **starts now**. In order to raise the funds, you must work consistently and hard to identify potential supporters and sponsor opportunities. Develop a plan and get organized – procrastination is the #1 hindrance to raising support.

Crowdfunding (mentioned on p. 7) and email are great but – though it seems “old-fashioned” – you may want to write letters (hand addressing the envelopes!) to friends and family to explain your vision and goals for the summer. Wait a few days and then follow up by email or phone. You can offer to provide your fundraising link. Experience tells us that those who personally call (or, better yet, personally meet with) their potential supporters have far greater response to their requests for support. You’ll find some suggestions on **Managed Missions**.

HOW ARE FUNDS USED?

UhuruPads—an initiative of the Foot Forward Fund—was founded to address the challenge of girls’ school absences due to menstruation—and provide health and hygiene education which further improves confidence and self-worth and diminishes menstrual taboos.

We have done this via funding which includes:

- Our initial grants acquired the intellectual property and technology behind our pad and distribution systems from Aakar Innovations of Mumbai, India.
- Approximately 1/4 of our funds support our facility, including materials, equipment acquisition and repair, and salaries for our production team.
- Approximately 1/2 of funds support the delivery of our sustainable pads along with health and hygiene education (and underwear) for girls.
- We have no paid US employees All services are performed by volunteers or through contracted services.



*Mwenye kutenda jamala,
naye hulipwa jamala.*

To the person who does kind things,
kind things will be done.
- Swahili Proverb -

STAYING SAFE AND HEALTHY.

Our team stays in a homestay environment located within a gated compound. It is extremely safe. Within the school settings, Field Ambassadors work in groups of three at all times, unless otherwise authorized by the team leader. We constantly monitor conditions in Tanzania for our groups' health and safety.

Participants are required to immediately report any injury, illness, or physical irregularity to the team leader to ensure all participants remain healthy throughout the trip. If you are suffering from illness or injury requiring care medical care beyond what we can provide (Ibuprofen, diarrhea medication, electrolytes, band-aids), we will contact your emergency contact as soon as is physically possible and keep them informed. In rare cases, a major illness or injury may necessitate a medical evacuation. Our travel insurance does allow for returning home in case of an emergency; you should inquire if your personal policy includes "emergency reunion" (to allow someone to join you in Tanzania and take you home) coverage. Our travel insurance can be seen here: <https://www.volunteercard.com/descriptionofcoverage-plus/> UhuruPads does not have the ability to cover "emergency reunion" – if our staff must take a member of our team must accompany a participant home, this will be at the participant's cost.

MEDICATIONS.

Within **Managed Missions** you will find a PDF (one sheet) of Prescription Cards – there are 5 cards per sheet. One card per prescription is needed: having these completed allows us to share them with a local physician if needed and is a backstop if the bottle is lost. Keep your prescriptions in the original bottle and keep your cards within your passport case. If you have asthma, you should bring two inhalers. Also, if you need to carry an emergency EpiPen, bring two. All medications should be kept in your carry on during flights. Given the long journey, we won't likely be able to accommodate medications that require refrigeration; check with your physician for substitutes.

If you are on behavior/mood-altering medications prior to the trip, you should continue, unless strongly encouraged by your doctor to take a summer break (if so, you should start this well in advance of the trip). During the trip, you will experience many things you might not at home, which can add additional stress. It is not healthy for you, the team, or its leaders to deal with situations that may arise from the effects of stopping medication prematurely. Talk with your physician to make sure that he/she knows of your participation in the trip – you may wish to have their input as well regarding the malarial medication (as side effects of Lariam can be exacerbated by anti-depressants).

ATTIRE

We will dress for comfort and mobility: each team member will receive 2 team shirts. The country is religiously observant (of many faiths); modesty is best. No tank tops, camis, bare shoulders, midriff, leggings, or shorts – other tourists may do otherwise but we are trying to convey dignity and respect in all we do. **You will find a suggested packing list in Managed Missions.**

DOCUMENTS AND FORMS ON MANAGED MISSIONS

1. Participant Terms and Conditions signed by participant (and parent or guardian if participant is under 18)
2. Voluntary Background Check (for participants 18 years or older)
3. Health Information Form
4. Prescription Cards (complete one for each prescription and keep them separate from medicines)
5. Domestic Travel Form
6. Packing List
7. Fundraising Materials
8. Passport Basics
9. Basic Swahili Vocabulary
10. Permission to Travel Internationally without Parent(s) (must be notarized for participants under 18)
11. Permission to Receive a Tanzanian Visa without Parent(s) (must be notarized for participants under 18)

Important: participants under age of 18 must carry a notarized document permitting travel abroad alone or with just one parent and also have a form allowing her a Tanzanian visa. The notary's role is to verify the parents' signatures on these travel forms. If there is only one parent/guardian, an applicable legal document (death certificate/court order granting the signer sole custody). If the parents cannot be together for signature, they may EACH have their own document(s) notarized (thus you will need to travel with two copies of each notarized document). Fax and digital copies are not accepted!

INDIVIDUAL CHALLENGES ABROAD

We hate to consider this – but it could happen that the trip does not go well for a team member. Challenges could be:

Illness: be sure you've received all immunizations and have basic medications (ibuprofen, anti-diarrheal, etc.). We will have basic medicines, electrolytes and a first aid kit.

Homesick: checking in with home is fine but homesickness can be more prevalent when there is too much contact with life at home. The team member may start to “go home” emotionally and begin to lose focus on things at hand. Each person has a chance to share one of our daily updates for parents/donors. This allows friends and family to know what is happening and keep all meaningfully connected.

A behavioral “rut”: We seek to create a safe, healthy environment for all participants, staff, and the girls we serve. Participants need to “rally” every day and follow guidelines (including attire, respecting the house, teammates). Following rules, laws, or statutes in Tanzania is a given: refusal to fully obey the guidelines, may result in a participant be asked to return home early.

Early departures – due to health, a death in the family, conflicts, or any other reason – **are the financial responsibility of the participant (and/or their legal guardian if a minor)**. Expenses may include, but are certainly not limited to, transportation, lodging, and/or food for the participant and any accompanying team member.

All trips are tobacco, alcohol, and drug free, **whether or not** participant is of legal age. The environment can be challenging, the days are long and roads are rough. Through this policy we seek to minimize anything that might have the potential to jeopardize our team dynamic, team safety, and our very important work.

Participants are required to notify UhuruPads staff if they witness any participants using alcohol, tobacco, or drugs – understanding that we will adhere to a confidentiality policy whereby we will not disclose information shared. However, if the team leader reasonably feels that a participant is in clear and imminent danger either to themselves, others, or our mission, the team leader will take the appropriate steps (including disclosing the confidential information to the legal guardian if participant is a minor).

Please note, in order to participate in our program, you must sign our Terms and Conditions document which includes these (and other) policies. If you are a minor, your parent/guardian will also need to accept these terms.



IMPORTANT DATES AND DEADLINES

If a participant joins the team after one or more of the key calendar dates have passed, we will work with you to “catch up” – don't worry!

Within Two Weeks of Selection to the Team. Terms and Conditions form signed (by parent/guardian if participant is a minor) and uploaded to Managed Missions.

Within 10 Days of Booking. International travel booked (by Uhuru) must be paid in full (may only be partially refundable)

May 1. Ground costs (approximately \$2500) must be paid in full (these are not refundable)

June 1. Additional forms uploaded to Managed Missions (check site for any additional forms but, at minimum):

- Voluntary Background Check (for those 18 or older)
- Health Information Form

June 1. Fundraising goal (suggested total: \$2500 or more) must be at 50%.

Four Weeks From Departure. Immunizations completed.

July 1. Fundraising goal (suggested \$2500 or more) must be complete.

Three Weeks From Departure. Copy of notarized travel permission forms (for minors traveling with us solo or with just one parent) uploaded (note: minors must **keep the notarized original** with them at all times for travel).

Two Weeks From Departure. Check quantities of medicines needed during trip. If taking the prescription Lariam (for malaria) dosage should start two weeks prior to departure.

July 1. Fundraising goal (suggested \$2500 or more) must be complete.

July 1. Online UhuruPad Field Ambassador Training Complete.

If a Field Ambassador cancels her trip more than 2 weeks in advance, contributions she has directly contributed to support the girls we serve can be refunded upon request. Donor funds may be credited for a future mission (when the Ambassador is able to travel) for up to 3 months. Beyond this window, funds will be applied to the project, as administered by others. We hope all donors will appreciate supporting our mission – regardless of a specific person's participation in the mission.