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NASA Policy Directive

NPD 1210.1FEffective Date: February 15,
2005Expiration Date: February 15,
2010**COMPLIANCE IS MANDATORY**[Printable Format \(PDF\)](#)

Request Notification of Change

(NASA Only)

Subject: Acceptance and Use of Monetary Gifts and Donations by NASA

Responsible Office: Office of the Chief Financial Officer

1. Policy

NASA may accept and utilize monetary gifts, donations, or bequests given as cash, check, or money order provided they are unsolicited and offered without conditions on their use. The acceptance and use shall be in accordance with the National Aeronautics and Space Act of 1958, as amended, this directive, and all other pertinent NASA directives, policies, procedures and requirements. These monetary gifts shall not be attributed to, or associated with, any contractual or other legal instruments for performing work or services.

2. Applicability

- a. This directive is applicable to NASA Headquarters and NASA Centers, including Component Facilities. It applies to gifts or donations in the form of cash, check, or money order.
- b. This NPD does not apply to gifts to NASA employees or to gifts or donations accepted to carry out the provisions of the National Space Grant College and Fellowship Program.

3. Authority

42 U.S.C. 2473(c)(4), National Aeronautics and Space Act of 1958, as amended.

4. Applicable Documents

- a. NPD 9050.3, Administrative Control of Appropriations and Funds.
- b. NPR 1210.1, Procedures For Use of Monetary Gifts and Donations by NASA.

5. Responsibility

a. Officials-in-Charge of Headquarters Offices and NASA Center Directors must promptly forward all gifts or donations, given as cash, check, or money order, to the Office of the Chief Financial Officer (OCFO), NASA Headquarters, for deposit in the Gifts and Donations trust fund (80X8980).

b. Pursuant to the authority delegated in paragraph 6, the NASA OCFO is responsible for the following:

- (1) Issuance of an appropriate acknowledgement of the gifts to the donor.
- (2) Compliance with NPD 9050.3 referenced in Section 4 above for funds control.
- (3) Coordinating written proposals (see paragraph 5.c.(1)) for use of trust funds and obtaining reviews by the Office of the General Counsel, the Mission Directorates, and other appropriate Headquarters' offices.
- (4) Financial approval or denial of written proposals for use of trust funds.

c. The requesting NASA Center or Component Facility submitting a proposal will be responsible for the following:

- (1) Submitting a written proposal requesting use of trust funds to the OCFO, NASA Headquarters.
- (2) Obtaining Center reviews, concurrences, and approvals of the proposal from the Center Director, Center CFO, Center Office of Chief Counsel, and the Center Technical Director.

6. Delegation of Authority

The authority to accept gifts subject to this NPD and to determine their use for the Agency is delegated to the NASA Chief Financial Officer.

7. Measurements/Verification

None.

8. Cancellation

NPD 1210.1E, dated November 9, 1999.

/s/ Sean O'Keefe
Administrator

Attachment A: (Text)

None.

(URL for Graphic)

None.

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