

# Donor Privacy Policy

## OUR COMMITMENT TO OUR DONORS

We will not sell, share, rent or trade our donors' names or personal information with any other entity, nor send mailings to our donors on behalf of other organizations.

This policy applies to all information received by Humanities Montana, both online and offline, on any Platform ("Platform", includes Humanities Montana's website and mobile applications), as well as any electronic, written, or oral communications.

To the extent any donations are processed through a third-party service provider, our donors' information will only be used for purposes necessary to process the donation.

We endorse and adhere to the Donor Bill of Rights, created by the American Association of Fund Raising Professionals. The current document reads as follows:

## DONOR BILL OF RIGHTS

This Bill of Rights was created by the Association of Fundraising Professionals (AFP), the Association for Healthcare Philanthropy (AHP), the Council for Advancement and Support of Education (CASE), and the Giving Institute: Leading Consultants to Non-Profits. HM believes in and upholds this Bill of Rights in all donor interactions.

Philanthropy is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To assure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the nonprofit organizations and causes they are asked to support, we declare that all donors have these rights:

### DONOR BILL OF RIGHTS\*

- I. To be informed of the organization's mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.
- II. To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities.
- III. To have access to the organization's most recent financial statements.
- IV. To be assured their gifts will be used for the purposes for which they were given.
- V. To receive appropriate acknowledgement and recognition.
- VI. To be assured that information about their donation is handled with respect and with confidentiality to the extent provided by law.
- VII. To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.
- VIII. To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors.
- IX. To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share.
- X. To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

## **DISSEMINATION OF GUIDELINES**

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These guidelines will be posted on the Humanities Montana website and will be available to anyone upon request.

## **HOW TO CONTACT US**

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If you have questions about this Privacy Policy, please contact Humanities Montana via email at:

[info@humanitiesmontana.org](mailto:info@humanitiesmontana.org) with "PRIVACY POLICY" in the subject line; or postal mail to:

Humanities Montana, 311 Brantly Hall, Missoula, MT 59812.