

## **FEEDING OUR COMMUNITIES PARTNERS DONOR PRIVACY POLICY**

### **Donor Privacy**

Feeding Our Communities Partners is fully committed to safeguarding and respecting the privacy of its donors. Feeding Our Communities Partners adheres to the highest standards in gathering, using and safeguarding donor information. We value our relationships with our donors.

### **Use of Information**

Donor information is used by Feeding Our Communities Partners for agency purposes only. This information includes name, address, telephone number, email address and comments/gift designation when a donor voluntarily provides it to us. In addition, Feeding Our Communities Partners keeps a record of each donor's giving history. This information is kept on file for IRS purposes and is also used in our development process to analyze overall giving patterns and make accurate budget projections. It is used to provide receipts and acknowledgements to donors, and inform donors about news, upcoming fundraising events, needs for support, and other activities.

Feeding Our Communities Partners does not sell, rent, loan or trade donor information.

### **Recognition and Reporting**

Where appropriate, and with the knowledge and consent of the donor, the agency may publicly recognize the receipt and purpose of an individual gift. However, unless desired by the donor, the agency will not disclose the amount of such gifts, except where required by law. Data on donors and donation amounts may be aggregated and stripped of identifying information for reporting purposes (such as grant applications and government filings) without the explicit consent of the donors. Feeding Our Communities Partners compiles an Annual Report each year and lists donors by giving category.

### **Data Access and Security**

Feeding Our Communities Partners maintains a secure environment for donor data. Only authorized personnel have access to this information for appropriate business purposes.

### **Opt-Out**

Donors at any time may request to be removed from mailing lists and email lists by contacting the communications manager at the address below. Donors also may opt-out of listing in the Annual Report.

### **Contact**

For questions about this Donor Privacy Policy or to request to be removed from email and mailing lists, contact: Feeding Our Communities Partners, Attn: Communications Manager, PO Box 5275, Mankato, MN 56002-5275 or (507) 381-9155.