



# Donor Privacy<sup>1</sup>

## *Philosophy*

By protecting the privacy of donor information, the St. Cloud Municipal Band (SCMB) wants to ensure and strengthen the public trust.

## *Standard*

The SCMB provides a privacy policy on its website or by request that describes how donor information is collected and used. Donors are allowed to “opt-out” of making their private information available or shared. Also, a board-approved discontinue contact policy guaranteeing that donors can be removed from solicitation and other mailing lists.

## *Details*

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

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<sup>1</sup> Based on template provided by Charities Review Council. Document accepted by SCMB on 13 April 2015. The donor privacy policy can be found on the website: [www.scmunicipalband.org](http://www.scmunicipalband.org), under the BOARD tab.