

**PROVIDENCE FOUNDATIONS OF OREGON**  
**Donor Privacy Policy**

Providence Foundations of Oregon are committed to respecting the privacy of their donors and adhere to the Donor Bill of Rights as established 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.

This policy applies to all information received by the Foundations, both online and offline, as well as any electronic, written, or verbal communications. Donor records and other donor information are highly confidential and protected by this policy. We collect and maintain the following types of donor information:

- Personal information, including name, organization, complete address, phone number, email address;
- Information about your donation(s), including the intended purpose and amount.

Providence Foundations of Oregon use your information to complete donation transactions, communicate back to you, update you on Foundation happenings, and honor you and your generosity as appropriate; use of your information will be limited to these internal purposes. The Foundations will not sell, rent, or lease your personal information to other organizations. Safeguards are in place to ensure that your information is not disclosed or shared more widely than is necessary to achieve the purpose for which it was gathered, or as might be required by law. We also take measures to ensure that the accuracy and integrity of this information is maintained, to the extent possible.

Donors are provided with an opportunity to be anonymous and to request that their name and/or the amount of their gift not be publicly released. Donors who request anonymity, whether for gift amounts or for themselves, will be publicly acknowledged as "anonymous." Information on anonymous donors will be flagged prominently as "anonymous" in all paper files and computer records.

You cannot remove yourself from our database, but you can restrict certain types of communication. You may voluntarily remove your name and/or contact information from our internal marketing and communication lists (i.e. "opt out"). If at any time a donor wishes to not be acknowledged, either personally or potentially in public as a supporter, to receive less mail, or to be removed from any of our communications, they may do so by contacting us by email at [ProvidenceRegionalFoundations@providence.org](mailto:ProvidenceRegionalFoundations@providence.org), and we will gladly and promptly accommodate the request.

If you have comments or questions about our donor privacy policy, please send us an email at [pamela.blikstad@providence.org](mailto:pamela.blikstad@providence.org) or call us at (503) 203-0788.

- Providence Benedictine Nursing Center Foundation, Providence Children's Health Foundation, Providence Community Health Foundation – Southern Oregon, Providence Hood River Memorial Hospital Foundation, Providence Milwaukie Foundation, Providence Newberg Health Foundation, Providence Portland Medical Foundation, Providence St. Vincent Medical Foundation, Providence Seaside Hospital Foundation, Providence Willamette Falls Medical Foundation

## **The Donor Bill of Rights**

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 ensure 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:

- 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.