## The Center for Security Policy Donor Privacy Policy

The Center for Security Policy holds our donors in the highest regard. The generosity of our donors makes our work possible.

The Center has the highest level of respect for the privacy of its donors. The following is our donor privacy policy, which guides our staff and volunteers on how they may and may not use your personal information while honoring your rights as a contributor.

The Center collects and uses personal information from donors that includes: name, address, telephone number, e-mail address and donor comments when a donor voluntarily provides it to us. In addition, the Center 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 in order to make accurate budget projections.

The Center does not sell, trade, rent or share names, addresses, telephone numbers, or e-mail addresses of our donors. We will use contact information (e-mail, telephone number and address) of donors for these purposes only:

- Distribute receipts for donations
- Thank donors for their donation
- Inform donors about news, upcoming fundraising events and other activities of the Center for Security Policy
- Internal analysis and record keeping
- Reporting to applicable government agencies as required by law
- Other purposes related to the fundraising operations.

As a rule, the Center publicly recognizes a donor only when requested to do so by that donor, or for IRS reporting as required by law. If you have questions about the Center's Donor Privacy Policy or if you wish to be removed from our email/postal contact lists, then please e-mail the Center's Chief Financial Officer, Shaun Seifert (seifert@securefreedom.org), or write to:

Shaun Seifert Center for Security Policy 2020 Pennsylvania Avenue, NW Suite 189 Washington DC 20006

## We support the Donor Bill of Rights.

The Donor Bill of Rights, developed by the Association of Fundraising Professionals, is available here: <a href="http://www.afpnet.org/files/ContentDocuments/Donor Bill of Rights.pdf">http://www.afpnet.org/files/ContentDocuments/Donor Bill of Rights.pdf</a>

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 not-for-profit 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 donations 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.