

Privacy Policy



179 Robie Street East | St. Paul, MN 55107 | www.neighb.org

This privacy policy applies to collection of information, including information collected on our website. By submitting your information to us or any of our staff, you consent to the terms and conditions of the policy and to our processing personal information for the purposes stated below.

Personal information

“Personal Information” is information that identifies you personally such as your name, address, telephone number, and email address. We collect and store the personally identifiable information that you have provided us. Here are some examples of ways in which we may collect your information:

When you request information via one of our email addresses on our website or otherwise contact us in person, by phone or email with a question, we may collect your name, address and email in order to respond to that inquiry.

We may collect your name, email address and other contact information if you register for an event.

We may collect your name, email address, telephone number and payment information when you make a contribution, either on our website, over the phone or by mail.

The above list provides a sample of personal information that may be collected by Neighborhood House. From time to time, we may collect personal information in ways not described above.

Use and disclosure of personal information

We will not sell, trade, or share your personal information that we have collected.

We will not send you mailings on behalf of other organizations.

We will collect payment information, billing address and other information necessary to process a donation or event registration

We will use your information to comply with the law or in the good faith belief that such action is necessary to conform to the requirements of law or comply with legal process served on us, protect and defend our rights or act in urgent circumstances to protect the personal safety of others.

We will use the personal information to protect against potential fraud. We may verify with third parties the information collected in the course of processing a gift, event registration or other donation.

If you use a credit or debit card on the website we may use card authorization and fraud screening services to verify that your card information and address matches the information that you supplied to us and that the card being used has not been reported lost or stolen.

All access to donor financial information is strictly limited to those within the organization who need to process that information.

You have the right to review information that we have collected about you. To review that information please contact us in writing at: Gift Officer, Neighborhood House, 179 Robie Street East, St. Paul, MN 55107.

Except as described in the Privacy Policy or at the time we request the information, we do not otherwise disclose your personal information to any third parties. Further, Neighborhood House will not sell or trade your personally identifiable information to any third parties.

Changes to privacy policy

We reserve the right to change this Privacy Policy from time to time. When we do we will note the last update at the bottom of the Privacy Policy.

Contact Us If you have questions about this Donor Privacy Policy or, if you wish to be removed from our contact list, please contact Laura Minette at lminette@neighb.org or in writing at 179 Robie Street E., St. Paul, MN 55107

Donor Bill of Rights



179 Robie Street East | St. Paul, MN 55107 | www.neighb.org

The Donor Bill of Rights ethical standards and principles are the foundation for maintaining public trust. To ensure this, a group of concerned fundraising organizations has created the Donor Bill of Rights. Neighborhood House has endorsed this policy.

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 of 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.

Association of Fundraising Professionals (AFP), all rights reserved.

Reprinted with permission from the Association of Fundraising Professionals.