



Northwoods Partners Donor Privacy Policy

adopted by the NP Board of Directors on 2012-4-17

NP values greatly your generosity as a donor and respects equally your privacy. We have developed this Donor Privacy Policy to guide our Board, staff, and volunteers in how they may and may not use your personal information so that our commitment to your privacy is realized.

The information (donor data) that we collect and how we protect it:

1. This donor data may include name, address, telephone number, e-mail address, amount donated, donor comments, and any other personal information provided to us by the donor. For donations by check, this information also includes the data visible on the check, with the exception that we do not record bank account numbers.
2. Donations to NP may be made online through PayPal, which enables its patrons to use a credit card or bank account. The personal financial information that PayPal collects and retains, as well as its privacy policies, can be determined by consulting with PayPal. The information that PayPal collects is not transmitted to NP.
3. NP does not publish, sell, trade, rent, or give away donor data. Unidentifiable donor data may be used for promotional and fundraising activities. Comments and testimonials that are provided by an identifiable donor may be made public and used in promotional materials only with the permission of that donor. Donors' names and the amounts of their donations will not be made public except with the permission of the donor.
4. It is NP's internal policy to limit access to donor information to professional staff and Board members who need to process that information for the purposes described above.
5. A donor or any other person shall be removed from solicitation and other mailing lists upon that person's request.

The information (donor data) that we collect and how we use it:

1. Processing payments
2. Acknowledging receipt of the donation (for tax purposes) and expressing thanks for the donation
3. Communicating with donors about NP's service activities, opportunities for volunteer service, and upcoming educational and fundraising events
4. Providing aggregated (individually unidentifiable) data requested in grant applications and by government agencies
5. Analyzing past and planning future fundraising activities

If you have questions about this Donor Privacy Policy or about the status and correctness of your donor data, please

email: info@northwoodspartners.org or write: NP, 328 W Conan Street, Ely, MN 55731