



Foundation for Appalachian Kentucky

DONOR CONFIDENTIALITY AND PRIVACY POLICY

The Foundation for Appalachian Kentucky understands the importance of protecting the privacy of personal information, especially in today's increasingly electronic environment, and has created this policy to demonstrate its firm commitment to the privacy of all of our donors and website users. With respect and privacy in mind, we adhere to the following guidelines.

- Information about donors and donations is handled with respect and confidentiality.
- We do not exchange, lend, rent or sell our donor lists to third party organizations, including email addresses.
- The personal information provided when making an online donation or registering for an event will not be disclosed to any unauthorized third parties.
- When you make a donation online, a secure connection is established and your information is encrypted. The secure connection is maintained until the transaction is completed or terminated.

Employees of the Foundation are not permitted to use this information for any purpose other than to carry out the services they are performing for the benefit of the Foundation. Employees, Board Members, and volunteers are required to sign a confidentiality statement at least annually.

Donors who provide us with a postal address or email address, may receive periodic mailings about the Foundation and its programs, Funds held and/or managed by the Foundation, or about upcoming events. Donors who wish to not receive mailings or such information may opt out of mailings and solicitations.

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 our 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, the Foundation for Appalachian Kentucky adheres to the Donor Bill of Rights established by the Association of Fundraising Professionals (AFP), Association for Healthcare Philanthropy (AHP), Council for Advancement and Support of Education, and the (CASE) Giving Institute: Leading Consultants to Non-Profits

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

Public Information

Under IRS Code, the following foundation documents are public information:

- IRS Forms 990 and affiliated schedules for the past three years.
- Exemption letter from the IRS.
- Approved application for exemption with supporting documentation.

Lists of our donors, other than those published in the annual report, are not available to the public. We do not reveal the name of anonymous donors.

Signature

Date