

## **GREATER MANKATO AREA UNITED WAY**

### **DONOR PRIVACY POLICY**

At the Greater Mankato Area United Way (United Way), donor privacy is important. We believe you should be aware of our policies designed to protect the confidentiality of this information and how we use it, particularly when you provide personal information to United Way. This Donor Privacy Policy sets out the basis on which any personal data that we collect, or that is provided to us as a donor, will be processed by us. United Way is committed to maintaining the confidentiality, integrity and security of personal information pertaining to our current and potential donors. We do not rent, sell or trade donor information to any third parties outside of the United Way system.

The strong protection of sensitive information is the basis of our donors' trust and a standard practice. We employ extensive physical, electronic and procedural protection mechanisms. Privacy, security and service online are just as critical as the rest of our operations. We, therefore, employ firewall barriers, encryption techniques and authentication procedures. We may also place cookies and similar files on your hard drive for security purposes, to facilitate site navigation, and to personalize your experience on our site.

United Way may obtain personal information about you in the following ways:

- From applications or forms (e.g., name, address, phone number)
- From transactional activity (e.g., contributions and grant recommendations)
- From other sources with your consent or with the consent of your authorized representative

We may use this information to process transactions, respond to inquiries from you or your representative, and develop, offer and deliver new programs and services.

The information you or your employer provide to us is used to help us in campaign, to process and receipt your donation and to respond to any of your requests. We also use your information to send acknowledgement of your gift information and to provide information about our work which we think you may find of interest. If you do not wish to receive such communications, please contact the United Way office. In addition, every e-Newsletter message you receive from United Way will include instructions on how to unsubscribe.

We do not provide donor information to third parties except under the following conditions:

**Designations** - if a portion of your donation is directed to another United Way or agency, we provide your name, contact information, the amount of your donation and your workplace to the organization receiving your donation. Please indicate on your pledge form if you wish to remain anonymous. Although we encourage agencies to set high privacy standards, we do not control their policies, and we therefore cannot take responsibility for their use of donor contact information.

**Public Recognition** - There are times when we publicly recognize and thank donors, volunteers and other stakeholders for their generosity. Please indicate on your pledge form if you wish to remain anonymous.

Reviewed and updated November 2021

Reviewed and updated November 2017

Approved June 28, 2011

**As Required By Law** - United Way will release information as required to comply with any applicable law, regulation, legal process, or governmental request.

For more information or questions, contact Marvel Bruno, Director of Finance at (507) 345-4551 or [marvelb@mankatounitedway.org](mailto:marvelb@mankatounitedway.org).

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