

Donor Privacy Policy and Bill of Rights

Effective date: September 18, 2021

Donor Privacy Policy

The Mentoring Junior Kids Organization (MJKO) is committed to respecting the privacy of its donors. The types of donor information collected and maintained by the charity are as follows:

- Contact information: name, address, telephone number and email address
- Details of donation type (i.e. funds, equipment, healthy snacks, etc.)
- Information pertaining to events attended, publications received and special requests for program information
- Information provided by the donor in the form of comments and suggestions

MJKO uses donors' information to understand their interests in its mission and to update them on MJKO's plans and activities. Information may be shared fully or in part with staff, board members, volunteers, and consultants on a strictly "need to know" basis.

MJKO assures the collected information is handled with respect and confidentiality to the extent provided by law, and in accordance with MJKO's values and mission. Donors' names and contact information will not be shared with any third party unless permission has been granted.

Comments or questions about this policy can be sent to <u>believe@mjko.ca</u>.



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 the quality of life. To assure that philanthropy merits the respect and trust of the general public, and those donors and prospective donors can have full confidence in the not-for-profit organizations and causes they choose to support. We declare that all MJKO donors have the following rights:

- To be informed of MJKO's mission and MJKO's intention to use donations effectively for their intended purposes
- To be informed of the identity of those serving on MJKO's governing board of directors and to expect the board to exercise prudent judgment in its stewardship responsibilities
- To have access to MJKO's most recent financial statements
- To be assured their donations will be used for the purposes for which they were given, so long as such purposes are in accordance with MJKO's values and mission which would require, among other things, that no donations be accepted or used for any illegal or discriminatory purpose
- To receive appropriate and timely acknowledgement and recognition
- As already stated in the Donor Privacy Policy, information about their donations is handled with respect and confidentiality and not sold or shared outside of MJKO
- To be informed as to whether those seeking donations are volunteers, employees of MJKO or hired solicitors
- To have the opportunity to ask questions when making donations, and to receive prompt, truthful and forthright answers