



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 of our community. To assure that philanthropy merits the respect and trust of the general public and that donors and prospective donors can have full confidence in our organization, Siena Francis House declares that all donors have these rights:

1. To be informed of Siena Francis House's mission, the way our organization intends to use donated resources, and our capacity to use donations effectively and efficiently for their intended purposes;
2. To be informed of the identity of those serving on Siena Francis House's Board of Directors, and to expect the board to exercise prudent judgment in its stewardship responsibilities;
3. To have access to Siena Francis House's most recent annual financial statements;
4. To receive appropriate acknowledgment and recognition;
5. To expect that all relationships with individuals representing the Siena Francis House will be professional in nature, and that information about your donations is handled with respect and confidentiality;
6. To be assured that Siena Francis House keeps all personal donor information in strict confidence and that Siena Francis House will never trade, share or sell a donor's personal information with anyone else, including any person, organization, or entity, nor will send donor mailing on behalf of other organizations. This policy is comprehensive, as it is applicable to any and all donors to Siena Francis House, including both online and offline donors.
7. To be assured that those seeking donations for Siena Francis House are not hired solicitors and that 100% of your donations are utilized by Siena Francis House;
8. To be assured your gifts will be used for the purpose of furthering our mission of providing food, shelter, clothing, case management, and addiction recovery services to those most in need in our community;
9. Restricted gifts will be used per donor designated intent;
10. To have the opportunity for your name to be deleted/removed from our mailing list (mail or electronic), or to select your preference in how many, and what type of communications are sent directly to you;
11. To feel free to ask questions when making a donation, and to receive prompt, truthful, and forthright answers.

Adapted from the American Association of Fundraising Counsel, Association for Healthcare Philanthropy, Council for Advancement and Support of Education, and Association of Fundraising Professionals.

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