

Our Daily Bread, Inc.

Donor Privacy Policy and Bill of Rights

Our Daily Bread, Inc. is a non-profit 501(c) (3) organization dedicated to serving a free nutritious lunch meal, special services, and referral to other social service agencies, Monday through Friday to the hungry and homeless in Denton County. Our commitment to donor privacy is evident in our Donor Privacy Policy and Donor Bill of Rights.

Donor Privacy Policy

Our programs are provided at no cost to recipients and we rely upon the generous support of our donors. Maintaining a strong, trusting relationship with our donors is critical to this vital support. We at Our Daily Bread, Inc. understand that confidentiality is very important and we are strongly committed to protecting the privacy of our donors.

All donors of Our Daily Bread, Inc. can be assured that their personal information is held in the strictest of confidence. All employees and board members of Our Daily Bread will treat the information as safely and securely as is reasonably possible. Employees, board members and volunteers who have access to personal donor information is limited, and will be solely based on the job function. This will only be available to individuals who understand the confidential nature of the information.

Our Commitment to privacy includes how we obtain, use, protect, and share information. Our Daily Bread, Inc. does not disclose personal information regarding our donors to other organizations.

Should Our Daily Bread, Inc. wish to disclose or use any donor's name or information in any way (i.e. in marketing materials or fundraising efforts), we will only do so with the donor's permission.

Our primary objectives in collecting donors' personal information are to provide them with an efficient, customer service oriented experience; to send them information upon their request, and to thank them for supporting our mission.

If you have any questions about this policy, please contact Our Daily Bread, Inc. Executive Director by calling 940-566-1308.

Online Privacy Statement

We respect and value your privacy. Our Online Privacy Statement describes and applies to the information we collect from you when you visit this website. The terms "we", "our", and "us" in this Privacy Statement refer to Our Daily Bread, Inc. Our Privacy statement generally describes how we collect, use, and protect your information.

- 1. Information that is collected automatically-** Every time you visit a website, some information is automatically collected from you. An example is information may include some or all of the following items: your computer's Internet protocol (IP) address and/or domain; type and version of internet browser software and operating system use you; date, time, and duration of your Website access.
- 2. Information collected via cookies-** "Cookies" are small text files that placed on your computer to distinguish you from other visitors to your website. The use of cookies is a standard practice among websites to track or collect information about your activities while using the website. We or our third-party service providers may place cookies or similar files on your hard drive for many of the reasons listed above while visiting Our Daily Bread, Inc. Some people do not know that cookies are being placed on their computers when they visit websites because browsers are typically set to accept cookies. You can choose to have your browser warn you every time a cookie is being to you or you can chose not to accept cookies. You can also delete cookies from your computer at any time by clicking the customize tab for your browser, clicking the setting, and deleting the cookies. Whether you choose to accept or delete the cookies, there are no harmful technical consequences/ risk to you.

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 quality of life. To ensure that philanthropy merits the trust and respect of the general public, and that donors and prospective donors can have full confidence in the nonprofit organizations they are asked to support, we declare that all donors have these rights:

- I. 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.
- II. To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgement in its stewardship responsibilities.
- III. To have access to the organization's most recent financial statements.

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

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