**Donor Privacy Policy**

In the course of creating a partnership with an individual donor or corporation the National Recreation and Park Association (NRPA) is committed to respecting the privacy of all donors and partners. We have developed this privacy policy to ensure that donor information will not be shared with any third party beyond what is in the public domain. NRPA provides this Donor Privacy Policy to make you aware of our policy and to inform you of the way your information is used. We also provide you with the opportunity to remove your name from (or opt out of) our mailing list, if you desire to do so.

NRPA is committed to protecting the privacy of its donors. We keep personal and gift information secure and use it only in accordance with the terms of this policy. NRPA donors can be confident that:

- Each gift will receive appropriate acknowledgment and recognition.
- Personal information will be handled safely and securely. Only authorized employees who have been trained in the proper handling of donor information will have access to this information.
- NRPA collects and uses various information from donors that include: amount donated, address, telephone number, donor comments and e-mail address.
- NRPA will not sell or rent the personal or contact information of donors with any other individuals or organizations.
- NRPA will inform donors about upcoming fundraising and other activities of NRPA.
- Tax laws in the United States and require NRPA to keep contact information and contribution level of donors on file. NRPA will use contact information (e-mail, telephone number and address) of donors for these purposes:
  - Distribute receipts for donations
  - Thank donors for their donation
  - Internal analysis and record keeping
  - Reporting to relevant U.S. and State agencies (these reports are not for public inspection)
  - Contact donors about changes to this policy
- All questions or concerns expressed by the donor will receive prompt, truthful and forthright answers.
- The donor’s name will be removed from all internal lists upon written request.
- NRPA complies with the regulations of the Internal Revenue Service and the laws of all states in which we solicit donations.

As of 12/19/2013
NRPA accepts contributions via credit card, and uses accredited online payment processing services with world-class security and data privacy policies. Unless requested by the donor for the purpose of processing recurring donations, NRPA does not store, nor does it have access to, your credit card information, bank account numbers, or other account data sent to those processing services.

It is our desire to not send unwanted mail or information about the Foundation and our Fellows to our donors. Please contact us if you wish to be removed from our mailing list.

Additionally, we adhere to the Donor Bill of Rights (http://www.afpnet.org/files/ContentDocuments/DonorBillofRights.pdf) which in its entirety was developed by the Association of Fundraising Professionals (AFP), Association for Healthcare Philanthropy (AHP), Council for Advancement and Support of Education (CASE), and the Giving Institute: Leading Consultants to Non-Profits.

If you have comments or questions about our donor privacy policy, please send us an email at kmay@nrpa.org or call us at 703.858.2176.