



VILLAGE PARTNERS

We envision a world where all communities are healthy, safe, and empowered to thrive.

Donor Privacy Policy

1. Purpose

Shanta Foundation Inc., DBA Shanta Village Partners (the “Organization”) is committed to protecting the privacy and security of personal information provided by donors. This Donor Privacy Policy (“Policy”) describes what donor information we collect, how we use and safeguard it, and the choices and rights of donors regarding their information.

2. Information Collected

We may collect and maintain the following categories of information about donors:

- **Contact Information:** name, mailing address, email address, phone number.
- **Donation Information:** gift amounts, dates, payment method (credit card, check, ACH), pledge details, and donation history.
- **Engagement Information:** records of correspondence, event registrations, volunteer or participation history, and communication preferences.
- **Optional Information:** any additional details donors voluntarily provide (e.g., comments, feedback, survey responses, or personal stories they wish to share).

We do not collect or store full credit card numbers or banking account numbers; payment processing is handled by secure third-party processors.

3. Use of Donor Information

Donor information is used only for the following purposes:

- Processing and recording donations, issuing receipts and acknowledgments.
- Communicating with donors about their gifts, our programs, events, and impact.
- Managing donor records, maintaining accurate donation history, and reporting for financial or audit purposes.
- Compliance with legal obligations and good governance practices.

We will not use donor information for any purpose unrelated to the Organization’s mission, or for these stated uses, without obtaining explicit permission from the donor.

4. Sharing and Third-Party Disclosure

Shanta Foundation, DBA Shanta Village Partners, does not sell, rent, trade, or share donor names or personal information with any external party for marketing or fundraising purposes.

Donor information may be shared only in the following limited circumstances:

- With trusted third-party service providers (e.g., payment processors, mailing services, secure data storage vendors) when necessary to process gifts or fulfill communications. These vendors are contractually required to maintain confidentiality and use data only for the services they provide.
- When required by law, such as to comply with a court order, regulatory request, or audit.

5. Data Security and Retention

We take reasonable and appropriate physical, electronic, and procedural safeguards to protect donor information, including but not limited to secure payment processing, limited access on a need-to-know basis, encrypted storage for digital records, and secure disposal of outdated records.

Donor records will be retained for as long as necessary to support the Organization's operations, legal, tax, and audit requirements, unless the donor requests deletion or anonymization of their personal data (see Section 7).

6. Donor Rights and Choices

Donors have the following rights and choices:

- **Recognition vs. Anonymity:** Donors who wish to avoid any public recognition must inform Shanta when making a donation. The request for anonymity shall be honored by Shanta until the donor states otherwise. In the absence of a request for anonymity, Shanta presumes donors can be recognized publicly. The amount of a donation, however, will only be shared with Shanta staff, board members, and tax and legal professionals, as necessary to comply with Shanta's legal and regulatory obligations.
- **Update or Correct Information:** Donors can review, update, or correct their personal and contact information at any time.
- **Opt-Out of Communications:** Donors may opt-out of receiving future communications (e.g., newsletters, appeals) or limit the type/frequency of communications.
- **Request Data Removal:** Donors may request removal of their personal data from our records (subject to any legal or tax record-keeping obligations).

To exercise any of these rights, donors may contact us at:
info@shantavillagepartners.org/970.749.1198

7. Consent and Policy Access

This Policy applies to all personal information collected by the Organization, whether submitted online, by mail, by phone, or in person. By making a donation or engaging with the Organization, donors consent to the collection and use of their information as described in this Policy, unless they request otherwise.

A copy of this Policy will be:

- Posted on our website.
- Made available on request (printed or electronic) to any donor or prospective donor.

8. Review and Updates

Shanta Foundation, DBA Shanta Village Partners, will review this Policy on a regular schedule to ensure ongoing compliance with relevant laws, regulations, and best practices. Notice of any significant changes will be posted on our website and communicated to donors as appropriate.

9. Contact Information

For questions, requests, or concerns about this Policy or your personal data, please contact:

Shanta Village Partners
PO Box 1603
Durango, CO. 81302
info@shantavillagepartners.org
970.749.1198