

Creation of Policy: May 2022

Approved Date: 6.1.22

Donor Privacy Policy

Clifford Beers Community Health Partners (“Clifford Beers Partners”) and its affiliates, Clifford Beers Community Care Center, Mid-Fairfield Community Care Center, and Youth Continuum, Inc. (collectively, “Clifford Beers Partners’ Network”) are committed to respecting the privacy of the donors to each of our organizations.

1. The types of donor information that we collect and maintain:

- contact information: name, organization/company, complete address, phone number, email address
- Business phone number, gender, workplace
- donation information: amounts donated, date of donation(s), method and stimulus
- information concerning hours you have volunteered
- your requests and comments
- information gathered from database modeling firms

2. Use of Donor Information Collected.

Donor information is used only to further the mission of Clifford Beers Partners and its affiliated organizations and for internal purposes, including collection of data to maintain records of donations, send acknowledgements, mail year-end tax statements; send newsletters, and direct mail pieces.

Unless you request otherwise, you are added to our mailing list. Our third-party mailing service is contractually obligated to treat the lists with confidentiality and is prohibited from transferring them elsewhere. Nevertheless, security measures may not prevent all losses, and Clifford Beers Partners’ Network is not responsible for any damages or liabilities relating to security failures.

We do not list individual donor names in our publications unless written permission is given by the individual(s). Corporate and Foundation sponsors are listed in our Annual Report and event programs. We use written comments/letters occasionally to post on our website (in an anonymous fashion), and to respond to inquiries.

Credit card numbers are NOT retained once processed. Our websites have a SSL digital security certificate. Donations over 2% of our entire budget must be reported on IRS Form 990, Schedule B.

3. No Sharing of Personal Information.

Clifford Beers Partners’ Network will not sell, rent, trade or transfer your personal information to outside organizations under any circumstances.

4. Removing Your Name From Our Mailing Lists. Please contact us if you wish to be removed from our mailing list. Emails: mmangone@cliffordbeers.org; dcheerman@cliffordbeers.org.