

Donor Privacy Policy

Pace School is committed to respecting the privacy of our donors. The types of donor information that we collect and maintain are as follows:

- Contact information: name, address, telephone number and email address
- Giving information including cultivation, solicitation and stewardship steps
- Information on events attended, publications received and special requests for program or gift information
- Information provided by the donor in the form of comments and suggestions

Pace School uses donors' information to understand their interest in the mission, to update them on plans and activities as well as to strategize on appropriate cultivation, solicitation and stewardship steps. It is shared with staff, Board members, volunteers and consultants only on a "need to know" basis.

Pace School also assures donors that their names and addresses will not be shared with any third party unless permission has been granted. For those who do not wish to be included on a mailing list that might be traded with like organizations, donors should contact Pace School to have their names removed. Requests from donors wishing to have their names removed from Pace School's mailing list will be honored immediately.

Pace School will make a practice of posting its privacy policy on the website, in the annual report and in all fundraising response mechanisms.