

2-1-1 Broward Donor Policy

First Call For Help of Broward d/b/a 2-1-1 Broward has adopted this policy to assure prudent and discreet use of all information pertaining to individuals and organizations that have contributed, pledged, or are prospects to contribute or pledge gifts to 2-1-1 Broward.

Records, files, and other material gathered or produced by 2-1-1 Broward in relation to actual or prospective donors will be held strictly confidential by 2-1-1 Broward officers, personnel, and volunteers.

2-1-1 Broward will not sell or trade a donor's personal information to any other entity without the donor's written permission. Records of all private gifts, grants, pledges, and expectancies to 2-1-1 Broward are maintained in the Accounting Department. It is the responsibility of those who keep and use these records to protect the privacy of donors to the fullest extent possible, except when the donor's approval has been secured to announce a gift, pledge, etc., publicly, or when required by legal subpoena, as specified below.

Information in regard to specific private gifts, grants, pledges, or expectancies will be released to outside agencies only under legal subpoena, with the approval of 2-1-1 Broward's counsel, or with permission from the donor.

2-1-1 Broward exercises special caution to protect the identity of donors who wish to remain anonymous. The names of anonymous donors, as well as other identifying information, is withheld on gift reports and other documents.

**Approved at the Board of Directors
Meeting on
April 9, 2009**