

A DONOR BILL OF RIGHTS

DEVELOPED BY:



Association of Fundraising Professionals (AFP)



Association for Healthcare Philanthropy (AHP)



Council for Advancement and Support of Education (CASE)



Giving Institute: Leading Consultants to Non-Profits

PHILANTHROPY is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To assure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the not-for-profit organizations and causes they are asked to support, we declare that all donors have these rights:

I

To be informed of the organization's mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.

II

To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities.

III

To have access to the organization's most recent financial statements.

IV

To be assured their gifts will be used for the purposes for which they were given.

V

To receive appropriate acknowledgement and recognition.

VI

To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law.

VII

To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.

VIII

To be informed whether those seeking donations are volunteers, employees of the organization or hired solicitors.

IX

To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share.

X

To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.



Sam Houston
State University

**Sam Houston State University
Confidentiality and Ethics Volunteer Agreement**

As a volunteer for the Sam Houston State University, I may be called upon to work with highly confidential information pertaining to alumni, donors, employees, students and other members of the SHSU community. I understand that the information is not intended for public consumption or discussion. I will respect and safeguard the privacy of members of the SHSU community, and the confidentiality of the information entrusted to me by the university.

While acting as a SHSU volunteer, I will conduct myself with integrity and transparency. I will not maintain a vested interest in a professionally related activity that could result in personal gain. I will ensure that prospects and donors receive accurate information and will not intentionally make false or misleading statements. I agree not to release any confidential or proprietary information to anyone outside of the university except for authorized purposes or unless required by law.

By my signature below, I accept the above statements and will follow the letter and spirit of the laws and regulations affecting institutional advancement.

Signature

Date

Printed Name