

# Donor Confidentiality Policy

**Last Updated: April 23, 2025**

This policy describes the policy and practices of The MACA Foundation Inc. (“MACA”) concerning donor confidentiality regarding gifts to MACA.

## I. Confidentiality

MACA does not sell, share, or otherwise trade a donor’s personal information for non-affiliated third-party fundraising or marketing purposes.

MACA staff is responsible for maintaining the confidentiality of records reflecting the identity or personal information of MACA’s donors or prospective donors. MACA does not sell its donor lists. Subject to applicable law or regulation, MACA will use reasonable commercial efforts to comply with the wishes of any donor who requests anonymity at the time of giving and/or who asks to be removed from any public-facing documents that identify or recognize them at any time.

MACA’s executives, employees, and volunteers may have access to donor information in connection with the fulfillment of their duties. MACA has reasonable technical and administrative security measures to protect the security of donor information.

MACA may use third party providers to assist with donations (such as, PayPal) that have their own privacy policies. If you make a donation through another entity, such as a donor advised fund, that entity may have its own privacy policy.

## II. Disclosures

The only personal information that MACA collects is that which donors voluntarily provide to MACA. MACA may use such personal information to contact donors for the following reasons:

- To establish a relationship and communicate with donors;

- To understand who our donors are and how we may improve our services to meet their preferences and expectations;
- To process a donation;
- To issue a tax receipt; or
- To recognize contributions.

MACA may disclose voluntarily-provided personal information to third parties with a donor's consent or when required by applicable law or regulation, including but not limited to the following:

- Third-party auditors who are authorized to review donor and prospect records as required for the purposes for which they are engaged;
- The names of donors, and their level of giving, may be identified in MACA's annual tax filings, annual reports, on MACA's website, and/or in similar public relations communications issued in conjunction with MACA's charitable purposes;
- Subject to applicable law and regulation, MACA will not publish the specific dollar amount of any donor's gift without the permission of the donor.

### III. Honor/Memorial Gifts

The names of donors of memorial or honor gifts and the amount of donations may be released to the honorees unless otherwise specified by the donor.

### IV. Changes to This Policy and Contacting Us

MACA reserves the right to change this Donor Confidentiality Policy from time to time. When the Policy is changed, the date of the last update will appear at the top of the policy.

If you have questions about this policy, please contact MACA at [maca2024@gmail.com](mailto:maca2024@gmail.com).