



DELAWARE ART MUSEUM

DONOR RELATIONS POLICY

The Delaware Art Museum (hereinafter referred to as the Museum) is committed to treating donors with respect, gratitude, and consideration. All interactions with donors are governed by the Museum's Donor Relations Policy as set forth here.

Donor Intent

Donors' wishes with regard to recognition will be considered to the extent possible, as long as their intended use of funds is in keeping with the mission of the Museum and with the policies and priorities of the organization as expressed in the strategic plan. The Museum will not accept a gift for which it is incapable of honoring donor intent. Further details regarding donor intent are outlined in the Museum's Gift Acceptance Policies.

Acknowledgment

All gifts, regardless of value, form, or stipulations, shall be acknowledged by the Museum in the form of a written substantiation, including a gift receipt. When appropriate, statements as to whether a donor has received any goods or services in return that might lower the deductible portion of the contribution are included in all acknowledgments.

Recognition

All donors will be publicly recognized unless a donor indicates that he/she wishes to remain anonymous. Types of recognition at the various donor giving levels can be found at the Museum's website, www.delart.org.

Confidentiality

Development staff shall maintain confidentiality concerning all correspondence regarding contributions, gift records, prospect information, and all other data on donors, and will ensure that this donor information is used on a need-to-know basis only for the support of fundraising efforts for the Museum. The Museum may share a donor's contact information with other reputable organizations, such as other nonprofits, art institutions, and media companies. If a donor does not want to be contacted by the Museum, or if the donor does not want the Museum to share his/her contact information, he/she can let us know by writing to info@delart.org.

Information Sharing

The donor has the right to know how his/her contribution or grant is being used and what the organization has been able to accomplish with the gift. Through correspondence, newsletters, and annual reports, the Museum will update donors on how their support is directly impacting the community served by the organization.

The Museum subscribes to the Donor Bill of Rights as stated below.

A Donor Bill of Rights

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 judgement 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.

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

ENDORSED BY

(in formation)
Independent Sector
National Catholic Development Conference (NCDC)
National Committee on Planned Giving (NCPG)
Council for Resource Development (CRD)
United Way of America

Effective Date: 01/20/09