



## Foundation Donor Recognition Program

References: Nil

Approved by: Foundation

Date of Most Recent Approval: Draft

Revision Date(s): V1 – Sep 12

Position Responsible for Developing and Maintaining the Policy: Stewardship Officer

**DISCLAIMER** If there is a discrepancy between this electronic policy and the written copy held by the Responsible Position, the written copy prevails.

### INTRODUCTION

1. Acknowledging the generosity of our donors is important. Each gift, regardless of its size, helps the Foundation support our goals and objectives. Whatever the form of gift, all of the money donated to the Foundation benefits the Regimental Family as a whole.
2. The Recognition Program celebrates and acknowledges the contributions of those who so generously provide financial support to the Princess of Wales' Own Regiment Foundation, enabling us to continue to provide bursaries, support and projects to deserving Regimental family members and to enhance programs and facilities. Through our donor recognition program, we extend our gratitude to you for helping the Foundation to fulfill its mission. Thank you!

### RECOGNITION LEVELS

3. Individual donors are eligible at various levels of giving, including pledges and matching gifts. There are six levels:

**Jubilee:** A donation of less than \$500 receives an Acknowledgement Letter from the Stewardship Officer.

**Royal Blue:** A donation of \$500 to \$999 receives an Acknowledgement Letter from the Commanding Officer.

**Scarlet:** A donation of up to \$2,499 receives an Acknowledgement Letter the Honorary Lieutenant-Colonel.

**Gold:** A donation of up to \$4,999 receives an Acknowledgement Letter from the Honorary Lieutenant-Colonel.

**Diamond:** A donation of up to \$9,999 receives an Acknowledgement Letter from the Honorary



Colonel.

Platinum: A donation of over \$10,000 receives an Acknowledgement Letter from the Honorary Colonel.

## **OUR COMMITMENT TO INTEGRITY AND ACCOUNTABILITY**

4. The Princess of Wales' Own Regiment Foundation adheres to Imagine Canada's Ethical Fundraising and Accountability Code, a set of standards designed to encourage responsible and transparent practice. Adherence to the code demonstrates the Foundation's commitment to integrity and accountability. Further information about Imagine Canada and the Ethical Fundraising and Accountability Code can be found at [www.ccp.ca](http://www.ccp.ca).

## **DONOR BILL OF RIGHTS**

5. 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; it is declared that all donors have these rights.

- a. 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.
- b. 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.
- c. To have access to the organization's most recent financial statements.
- d. To be assured their gifts will be used for the purposes for which they were given.
- e. To receive appropriate acknowledgment and recognition.
- f. To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law.
- g. To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.
- h. To be informed whether those seeking donations are volunteers or employees of the organization or hired solicitors.
- i. To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share.
- j. To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.