

## **United Way of the Flint Hills Donor Privacy Policy**

### **POLICY STATEMENT**

United Way of the Flint Hills is committed to respecting the privacy of our donors. As such, we have developed this Donor Privacy Policy to provide clarity and ensure the confidence of our donors. This policy does not apply to information that has been de-identified, anonymized, or aggregated.

### **TYPE OF INFORMATION COLLECTED**

When you interact with us, electronically, through a third party, or in other ways, we collect information from and about you when you donate, fill out forms, register for an event, and communicate with us. The information we collect may include but is not limited to your name, address, telephone number, e-mail address and designation requests.

### **HOW WE USE DONOR INFORMATION**

Donor's personal information is used to:

- process donations;
- thank and recognize donors for gifts;
- implement fundraising and donor engagement programs for donors or the companies for which they work;
- inform donors about upcoming events, activities, and impact of their gifts; • develop donor engagement models and statistics, and conduct data analysis; • provide donors with communications, including marketing and solicitation communications and newsletters;
- conduct marketing, advertising, and promotional activities;
- protect and defend our legal rights and interests and those of others;
- protect against fraud, theft, or other crimes;
- comply with our legal obligations and legal process, including warrants, subpoenas, court orders, and regulatory or law enforcement requests, and for auditing, tax, and insurance purposes;
- for any other purpose with your consent when such consent is required.

### **DISCLOSURE OF INFORMATION AND CONFIDENTIALITY**

We believe that you should have control over who receives the personal information you provide to us as a donor. Therefore, we do not trade or sell your personal information with third parties. In addition, we do not share your personal information to third parties unless they are carrying out business activities, operations or functions on our behalf, and only if they comply fully with our donor privacy policy. Typical examples of these disclosures are preparation of the annual tax filing and audited financial statements. Further, we do not send donor mailings on behalf of other organizations.

### **OPT OUT**

We provide you with the opportunity to remove your name from our mailing list. While we want

to keep you informed about the impact of your donation, we never want to send unwanted mail or emails to our donors. Please contact us if you wish to be removed from our physical or email lists.

#### CORRECTIONS

You may call, email, or contact us to request access to, correct, or delete personal information that you have provided to us using the contact information provided below. We may not accommodate a request if the information is necessary for our business or if accommodating the request would violate any law or legal requirement or cause information to be incorrect.

#### PROTECTION OF INFORMATION

We have taken reasonable precautions to protect donor personal information. Despite this, we cannot guarantee that donor personal information will never be exposed in ways not otherwise described in this policy. While we use our best efforts to maintain this level of security across all of our systems we cannot guarantee or warrant that our systems or our service providers are not vulnerable to viruses, hacking or other security threats. You acknowledge that we, and our consultants and contractors, implement commercially reasonable precautions and are not responsible for circumvention of any privacy settings or security measures. If you have reason to believe that your interaction with us is no longer secure (for example, if you feel that the security of your account has been compromised), please immediately notify us in accordance with the "Contact Us" section below.

UWFH uses secured third-party payers to conduct electronic transfers of funds. Examples include PayPal for payments through the website, and Automated Clearing House (ACH) features for transactions initiated through the financial institution holding operating funds. Credit card information is not requested, collected or stored.

UWFH educates employees and volunteers on the importance of protecting the privacy and security of confidential personal and organizational information. All employees and board members are required to read, attest and apply all aspects of both our Code of Ethics and Confidentiality Policy to their work and interactions with confidential information.

#### CHANGES TO POLICY

This notice may be changed or updated from time to time by posting such amended or updated notice on this website. If we materially alter this Policy, we will notify you of such changes by posting a notice on our website; you are responsible for visiting this policy to check for changes. A subsequent donation you make will be deemed your agreement that your information may be used in accordance with the new policy.

#### CONTACT US

To ask questions or obtain more information about this policy and our privacy practices, please contact us at:

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