



Privacy Policy

1. PURPOSE

We aim to ensure that your personal information is protected to the best of our ability, so that you can securely make your donations.

2. SCOPE

- a. This policy applies to all organization's employees, leaders, contractors, student interns, and volunteers.
- b. This policy describes the organization's objectives and policies regarding maintaining the privacy of donor information.

3. REFERENCES

- a. Pledge of accountability- We require that all who handle your information including staff, volunteers and service providers, do so carefully to ensure only proper use.
- b. Information collected- We only collect the information that we are given for processing funds, sending cards of appreciation and tax letters for donations.
- c. Shared information- We do not share information outside of staff who handle the donations and our service provider who processes the donation.
- d. Security of information- We use reasonable safeguards through our service provider to protect your information.
- e. Policy changes- We will update policy changes as needed and publish on our website. Each policy will include date of last update.

Last updated 9/21/2017