# PRIVACY POLICY

The United Way of Western CT, (UWWC), is committed to protecting your privacy and developing technology that gives you the most powerful and safe online experience. This Statement of Privacy applies to the UWWC Web site and governs data collection and usage. By using the UWWC website, you consent to the data practices described in this statement.

# DONOR PRIVACY POLICY

This section of our Privacy Policy relates specifically to donors.

This Donor Privacy Policy applies to the collection of information, including information collected on our website. By submitting your information to us or any of our staff, you consent to the terms and conditions of the policy and to our processing personal information for the purposes stated below.

#### PERSONAL INFORMATION

"Personal Information" is information that identifies you personally, such as your name, address, telephone number, or email address.

#### SHARING YOUR PERSONAL INFORMATION

We do not disclose any personal information about our donors, or former donors, to anyone except as permitted or required by law.

We collect and store personal information that you share with us. Below are examples of ways in which we may collect your information:

- When you request information via one of the email addresses identified on our website, or otherwise contact us in person, by phone, or email, with an inquiry. We may then collect information such as your name, address, email, or telephone number in order to respond to that inquiry.
- We may collect your name, email address, telephone number, and other contact information if you register for and/or attend an event.
- We may collect information such as your name, email address, telephone number, and payment information when you make a contribution, either on our website, over the phone, by mailing in a check, or any other manner in which you might make a contribution.
- Information about your charitable gifts and grant transactions with us (such as your fund balance, grant history, and parties to transactions).

The above list provides a sample of personal information that may be collected by the UWWC. From time to time, we may collect personal information from you in ways not described above.

UWWC restricts access to personal information to those employees who need to know that personal information to provide our services to you.

## **COLLECTION OF YOUR PERSONAL INFORMATION**

When you make a pledge to UWWC, the UWWC collects personally identifiable information, such as your e-mail address, name, home or work address or telephone number. The UWWC also collects anonymous demographic information, which is not unique to you, such as your ZIP code, age, gender, preferences, interests and favorites.

There is also information about your computer hardware and software that is automatically collected by the UWWC. This information can include: your IP address, browser type, domain names, access times and referring Web site addresses. This information is used by the UWWC for the operation of the service, to maintain quality of the service, and to provide general statistics regarding use of the UWWC Web site.

The UWWC is not responsible for personal information posted on social media platforms by users.

The UWWC encourages you to review the privacy statements of Web sites you choose to link to from the UWWC so that you can understand how those Web sites collect, use and share your information. The UWWC is not responsible for the privacy statements or other content on Web sites outside of the UWWC and the UWWC family of Web sites.

#### **USE OF YOUR PERSONAL INFORMATION**

The UWWC collects and uses your personal information to operate the UWWC Web site and deliver the services you have requested. The UWWC also uses your personally identifiable information to inform you of other products or services available from the UWWC and its affiliates. You may opt-out of these notifications by contacting our offices at 203-792-5330, or via email at <a href="mailto:privacy@uwwesternct.org">privacy@uwwesternct.org</a>, or via the subscription management links located in the footers of our email communications. The UWWC may also contact you via surveys to conduct research about your opinion of current services or of potential new services that may be offered.

#### SHARING YOUR PERSONAL INFORMATION

We do not disclose any personal information about our donors, or former donors, to anyone except as permitted or required by law.

The UWWC does not sell, rent or lease its customer lists to third parties. The exception being cases where a donor allows UWWC to share contact information with a non-profit agency that they have designated a donation to.

The UWWC may, from time to time, contact you on behalf of external business partners about a particular offering that may be of interest to you. In those cases, your unique personally identifiable information (e-mail, name, address, telephone number) is not transferred to the third party. In addition, the UWWC may share data with trusted partners to help us perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. All such third parties are prohibited from using your personal information except to provide these services to the UWWC, and they are required to maintain the confidentiality of your information.

The UWWC does not collect sensitive personal information, such as race, religion, or political affiliations, without your explicit consent.

The UWWC keeps track of the Web sites and pages our customers visit within the UWWC, in order to determine what the UWWC services are the most popular. This data is used to deliver customized content and advertising within the UWWC to customers whose behavior indicates that they are interested in a particular subject area.

The UWWC Web sites will disclose your personal information, without notice, only if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on the UWWC or the site; (b) protect and defend the rights or property of the UWWC; and, (c) act under exigent circumstances to protect the personal safety of users of the UWWC, or the public.

## **USE OF COOKIES**

The UWWC Web site use "cookies" to help you personalize your online experience. A cookie is a text file that is placed on your hard disk by a Web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you, and can only be read by a web server in the domain that issued the cookie to you.

One of the primary purposes of cookies is to provide a convenience feature to save you time. The purpose of a cookie is to tell the Web server that you have returned to a specific page. For example, if you personalize the UWWC pages, or register with the UWWC site or services, a cookie helps the UWWC to recall your specific information on subsequent visits. This simplifies the process of recording your personal information, such as billing addresses, shipping addresses, and so on. When you return to the same the UWWC Web site, the information you previously provided can be retrieved, so you can easily use the UWWC features that you customized.

You have the ability to accept or decline cookies. Most Web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to fully experience the interactive features of the UWWC services or Web sites you visit.

## SECURITY OF YOUR PERSONAL INFORMATION

The UWWC secures your personal information from unauthorized access, use or disclosure. The UWWC secures the personally identifiable information you provide on computer servers in a controlled, secure environment, protected from unauthorized access, use or disclosure. When personal information is transmitted to other Web sites, it is protected through the use of encryption, such as the Secure Socket Layer (SSL) protocol. The UWWC does not store credit card information.

## CHANGES TO THIS STATEMENT

The UWWC will occasionally update this Statement of Privacy to reflect company and customer feedback. The UWWC encourages you to periodically review this Statement to be informed of how the UWWC is protecting your information.

#### **CONTACT INFORMATION**

The UWWC welcomes your comments regarding this Statement of Privacy. If you believe that the UWWC has not adhered to this Statement, please contact the UWWC at <a href="mailto:privacy@uwwesternct.org">privacy@uwwesternct.org</a>. We will use commercially reasonable efforts to promptly determine and remedy the problem.

## USE AND DISCLOSURE OF PERSONAL INFORMATION

UWWC respects and values the trust you place in us when you give us your personal information and is committed to maintaining the confidentiality of our donors' personal information.

- We will not trade, share, or sell a donor's personal information, collected on the website or through any business activities, with anyone else.
- We will only share donor mailings on behalf of other organizations once the donor has given UWWC specific permission to do so.
- Donors may opt in to share testimonials with UWWC, which may be featured on UWWC's **website**, or other publications.
- Donor names may be featured in recognition lists with other donors at their associated giving level in UWWC publications such as the website or annual report. Upon making a donation to UWWC, the donor will be prompted to select their SPC anonymity preference, thus determining their preference to be featured in such publications and if the same information is release to non-profit agencies that their pledges have been designated to.
- We will collect payment information, billing address, and other information necessary to process a donation or event registration.
- We will use your information to comply with the law or in the good faith belief that such action is necessary to conform to the requirements of the law or comply with legal process served on us, protect and defend our rights, or act in urgent circumstances to protect the personal safety of others.
- We will use your personal information to protect against potential fraud. We may verify
  with third parties the information collected in the course of processing a gift, event
  registration or other donation. If you use a credit card, we may use card authorization and
  fraud screening services to verify that your card information and address match the
  information that you supplied to us, and that the card being used has not been reported
  lost or stolen.

Except as described in this Donor Privacy Policy or at the time we request the information, we do not otherwise disclose your personal information to any third parties. Further, UWWC will not sell or trade your personally identifiable information to any third parties.

### INFORMATION ABOUT MINORS

The Site is not intended for persons under the age of 16. We do not knowingly collect Personal Information online from persons in this age group. We reserve the right to delete any information identified as having been provided by such persons at our discretion.

## **GOOGLE ANALYTICS**

We use Google Analytics, which is provided by Google Inc. It uses cookies to collect, for example, information about the operating system and the browser that you use, your IP address, the website you previously accessed (referrer URL) and the date and time of your visit to the Websites. On subsequent repeated visits to the Websites, frequently used information is automatically displayed for you. We are able to track your usage patterns with the help of the cookies. The information generated by cookies about the use of the Websites is transmitted to a Google server, which may be located within or outside of, the United States, and stored there. Google will use this information to evaluate your use of the Websites. Google may transfer these rights to third parties insofar as it is required to do so by law or in order that data may be processed on Google's behalf. By accepting this policy, you consent to the processing of your data by Google. You can visit https://www.google.com/analytics/learn/privacy.html to learn more about Google Analytics' use of cookies

Our site currently does not respond to "Do Not Track" (DNT) signals and operates as described in this Privacy Statement whether or not a DNT signal is received, as there is no consistent industry standard for compliance.

## **LOCATION INFORMATION**

Any comment system on the Site may utilize an opt-in Geolocation service in accordance with a prevailing community standard such as HTML 5. Such Geolocation opt-in ability is managed by the user's browser settings. If a user chooses to opt-in to the Geolocation service, the user's comments may be associated with the user's location, both internally within UWWC and publicly on the Sites.

## LINKS TO THIRD PARTY SITES

The Site may contain links to other Web sites for the convenience of users in locating information, products, or services that may be of interest. If you access a third-party website from a link on this Site, any information you disclose on that website is not subject to this Privacy Statement. It is possible that these links may be used by third parties or others to collect personal or other information about you. UWWC is not responsible for the privacy practices of such websites, advertisers, or third parties or the content of such websites and it is your sole obligation to review and understand the privacy practices and policies of these other websites. UWWC does not control these third parties' use of cookies, collection of information, or how they manage such information. It is solely your obligation to review and understand the privacy practices and policies of these other websites, advertisers and any third parties.

## **UWWC SITE USAGE INFORMATION**

Information (e.g., log files, cookies, Internet tags, web beacons, etc.) we collect from you through your use of the Site will be used to (a) monitor the operation, technical functions and quality of the Site, (b) compile general statistics regarding use of the Site, and (c) analyze demographic information about the Site's users. We may also use such information for research or improvements of the Site and the services we offer you. This data is also used by UWWC to deliver customized content and advertising to you when your use of the internet indicates that you are interested in a particular subject area.

### **SECURITY**

UWWC will take reasonable steps to protect the information collected and provided via the Site from loss, misuse, and unauthorized access, disclosure, alteration, or destruction. However, you should understand that no transmission over the internet is ever fully secure. Also, UWWC uses reasonable efforts to ensure that the Site is generally available. However, there will be occasions when access to the Site will be interrupted or unavailable. UWWC will use reasonable efforts to minimize such disruption where it is within its reasonable control. You agree that UWWC shall not be liable to you for any modification, suspension or discontinuance of the Site.

## **CONTACT INFORMATION**

If you have any questions, comments, or concerns about UWWC's Privacy Policy and UWWC's privacy and security practices, you can contact a team member from the UWWC Donor Relations Department.

Phone: 203-792-5330

E-mail Address: <a href="mailto:privacy@uwwesternct.org">privacy@uwwesternct.org</a>

Mailing Address:

United Way of Western CT 301 Main Street Suite 2-5 Danbury, CT 06810 Attn: Donor Relations Department

Website: https://www.uwwesternct.org

### CHANGES TO UWWC'S PRIVACY POLICY

Because we will continue to implement new technologies and improve the features and services we provide, the UWWC Privacy Policy is subject to change. For that reason, we encourage you to periodically review the UWWC Privacy Policy.