## Rush County Community Foundation PRIVACY POLICY

Board of Directors Adopted: June 27, 2017

At the Rush County Community Foundation ("Foundation"), we maintain information on volunteers, donors, and potential donors for the purpose of keeping accurate financial records and providing information about the Foundation. We gather this information from phone calls, correspondence, and third party sources.

We use this information for follow-up contacts with you. This is our way of keeping you up to date on our services, programs, and benefits. This also enables you to receive current information about the local, national, and global community to better meet your philanthropic needs.

We maintain e-mail mailboxes in an effort to support individuals who visit us online. We read every e-mail message that we receive and do our best to respond within 48 hours, if a response is required.

## **Our Website**

At our Website, we do not collect personally identifiable information about you. We do not use "cookies" (small pieces of information stored on your computer), and we do not track any type of personal information from website users. So, if you just want to browse and learn about our services, programs, and benefits, we invite you to do so.

You may establish a hypertext link to this site from your website, so long as the page containing the link properly attributes the linked site to the Rush County Community Foundation and does not state or imply any sponsorship of your site by the Foundation. As a service to you, the Rush County Community Foundation provides links to websites of various philanthropic and nonprofit organizations. A link to a website is not an endorsement, authorization, sponsorship, or affiliation with respect to such site, its owners, or providers.

## **Sharing Information**

Information on our volunteers, such as lists of committee members, is provided in several of our publications, including our annual report. We will periodically publicize information about our donors, but only with the permission of the donor. Except in those instances, we do not share information on donors or potential donors with anyone outside our organization.

We never sell information to third parties.

## **Protecting Your Information**

The personal information we maintain is contained in a password-protected database. Access to the database is limited to authorized users. Our server is protected by a firewall and other security measures. Our website is maintained on an off-site server separate from the server that contains our database.

You may, at any time, contact us and we will discontinue sending you information which publicizes the Rush County Community Foundation and its programs.

Any changes to this Privacy Policy will be posted on our website.