

## CO-IMPACT PHILANTHROPIC FUNDS, INC. PRIVACY POLICY

**Last Updated: April 26, 2023**

This Privacy Policy (“Policy”) describes how and why Co-Impact Philanthropic Funds, Inc. (“Co-Impact,” “we,” “us,” and “our”) collects, stores, uses, and shares your information when you access our website or any other services or programs that reference this Privacy Policy (collectively, the “Services”).

Please read this Policy carefully to understand our practices regarding your information. If you do not agree with our practices or this Policy, do not use the Services. By accessing or using any part of the Services, you consent to the collection, storage, use, and sharing of your information as described in this Policy.

Under the data protection laws of most countries, (for example, the General Data Protection Regulation adopted by the European Economic Area), we are considered to be the “controller” of your personal data.

Undefined capitalized terms used in this Policy shall have the definitions set forth in our [Terms of Use](#).

### WHAT DATA DO WE COLLECT?

We collect the following information from you:

- Personal information that you voluntarily provide to us, such as (i) name; (ii) email address; (iii) mailing address or location; (iv) phone number; (v) workplace information; (vi) financial information to facilitate any donations you are making to Co-Impact; (vii) your reason for contacting us; and (viii) information or materials you share with us in the process of applying for, receiving, or reporting on funding from Co-Impact.
- Information that we passively collect about you, your device, and your web browsing habits.

### HOW DO WE COLLECT YOUR DATA?

You directly provide us with most of the data we collect. We collect data and process data when you:

- Contact us through our website or other method, such as telephone or email.
- Apply for funding and submit materials via email, Salesforce, Google Form, or any other means.
- Receive a grant award, report on funding you have received, or otherwise use our Program Partner Portal.
- Subscribe to our Newsletter.

- Register for a program or event.
- Donate to our organization.
- Apply for employment.
- Use or view our website via your browser's cookies.
- Engage with us on social media.
- Otherwise communicate with us.

We also receive your data indirectly from the following sources:

- Google Analytics
- Mailchimp
- Salesforce
- BILL.com
- Bitly
- Cloudflare
- Social media sites (including but not limited to Facebook, LinkedIn, and Twitter)

## **HOW WILL WE USE YOUR DATA?**

We collect and use your data for the following purposes:

- The purposes for which you provided it.
- To recognize and authenticate your identity.
- To provide the features, services, and products available through the Services.
- To send you information about your relationship or transactions with us or other communications, such as newsletters to which you have subscribed.
- To contact you with information or surveys that we believe may be of interest to you both regarding our Services and those of third parties.
- To process and respond to your inquiries or to request your feedback.
- For internal research and reporting.
- To improve the content and features of the Services or develop new Services.
- For internal recruiting purposes.
- With your consent, to call or send you SMS messages regarding your relationship with us or offers or services that may interest you.
- To enforce the legal terms that govern your use of the Services.
- To administer and troubleshoot the Services.

We combine information that we collect from you and about you (including automatically-collected information) with information we obtain about you from our affiliates and/or non-affiliated third parties.

We do not rent or sell your personal information.

## **WHY WE DISCLOSE YOUR PERSONAL INFORMATION**

We disclose your personal information:

- To third parties (such as other parties to transactions and their advisers) as necessary in providing services to our partners.
- To companies who provide services to us, such as website hosting and other information technology services.
- To comply with laws and regulations, legally binding request from a governmental or regulatory body or law enforcement agency, or any other legal obligation that we are obliged to comply with.
- To detect or prevent fraud.
- To enforce our contractual rights and other rights.
- To the host of an event we organize or co-organize, we will provide your name, surname, title, contact information, and organization to our event partners, suppliers, and venues.
- To persons you have indicated as references in an application for employment, internship, or grant, we will share your name, surname, organization name, and the details of your resume or application we wish to get feedback on.
- Where you have provided your consent.

## **HOW DO WE STORE YOUR DATA?**

We securely store your data at on servers operated by a vetted third-party with whom we maintain a contractual relationship and on equipment used by our staff.

- We require our staff to use a unique username and password, along with multi-factor authentication where applicable, to access our IT systems.
- We limit access to data based on a staff person's roles and tasks.
- We configure our network security to prevent external threats from accessing our network without authorization.
- We require our third-party service providers to sign confidentiality and data protection agreements.

We keep your data only for as long as necessary to fulfill the reasons we collected the data, including for the purposes of satisfying legal, accounting, and archiving requirements. Once this time period has expired, or if you have requested that your data be deleted, we will delete your data.

## **COMMUNICATIONS**

We may send you information about our programs and events that we think may interest you. If you have agreed to receive communications, you may always opt out at a later date. You have the right at any time to stop us from contacting you for marketing purposes. If you no longer wish to be contacted for marketing purposes, please click here: [insert hyperlink].

## **COOKIES**

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology.

For further information, visit [www.allaboutcookies.org](http://www.allaboutcookies.org).

## **HOW DO WE USE COOKIES?**

We use cookies in a range of ways to improve your experience on our website, including:

- Keeping you signed into our website.
- Storing your preferences and settings.
- Understanding how you use our website.
- Determine whether you opened our emails, newsletters, text messages, and other electronic communications.
- Enhancing your user experience by delivering content and advertisements specific to your inferred interests.
- Analyzing data patterns of our users.

## **WHAT TYPES OF COOKIES DO WE USE?**

Our website uses the following cookies:

- **Functionality** – We use these cookies so that we recognize you on our website and remember your previously selected preferences. These cookies could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.
- **Analytics** – We use cookies and other technologies for analytics to allow us to understand how our users interact with our website. Analytic cookies help us improve our content and features so you have a better experience on our website. Information collected through analytic cookies is anonymous and aggregated so we do not know your identity.

## **HOW TO MANAGE COOKIES**

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

## **PRIVACY POLICIES OF OTHER WEBSITES**

Our website contains links to other websites. Our Privacy Policy applies only to our website. If you click on a link to another website, you should read their privacy policy.

## **THIRD-PARTY LINKS AND SERVICES**

The Services may contain links to or “frame” third-party websites, applications, and other services. Please be aware that we are not responsible for the privacy practices of such other sites and services. We encourage our users to be aware when they leave our Services and to read the privacy statements of each site they visit.

## **YOUR CALIFORNIA PRIVACY RIGHTS**

California Law permits visitors who are California residents to request certain information once per year regarding our disclosure of “personal information” (as that term is defined under applicable California law) to third parties for such third parties’ direct marketing purposes. To make such a request, please send an email to [info@co-impact.org](mailto:info@co-impact.org) with “Co-Impact Data Privacy Policy” in the subject line.

## **CHILDREN'S PRIVACY**

The Services are intended for general audiences and not for children under the age of 13. If we become aware that we have collected personal information from children under the age of 13, we will take reasonable steps to delete it as soon as practicable.

## **DATA PROTECTION RIGHTS**

If you live in the European Economic Area or a country with a data privacy law similar to the European Union’s General Data Privacy Regulations, we would like to make sure you are fully aware of all of your data protection rights.

Every user is entitled to the following:

- **The right to access** – You have the right to request copies of your personal data. We may charge you a small fee for this service.
- **The right to rectification** – You have the right to request that we correct any information you believe is inaccurate. You also have the right to request that we complete the information you believe is incomplete.
- **The right to erasure** – You have the right to request that we erase your personal data, under certain conditions.
- **The right to restrict processing** – You have the right to request that we restrict the processing of your personal data, under certain conditions.

- **The right to object to processing** – You have the right to object to our processing of your personal data, under certain conditions.
- **The right to data portability** – You have the right to request that we transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you would like to exercise any of these rights, please email us at [info@co-impact.org](mailto:info@co-impact.org) with “Co-Impact Data Privacy Policy” in the subject line. If you make such a request, we have one month to respond to you.

### **CHANGES TO OUR PRIVACY POLICY**

We may update this Policy to reflect changes in our practices and applicable law. We will post a notice of any material updates on our sites. Your continued use of the Services will signify acceptance of the terms of the updated Policy.

### **HOW TO CONTACT US**

If you have any questions about this Privacy Policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact our Data Privacy Officer at [info@co-impact.org](mailto:info@co-impact.org) with “Co-Impact Data Privacy Policy” in the subject line.