

# Privacy Policy

Last Updated 8/7/19

This Privacy Policy discloses the privacy practices for the Reach for Resources, Inc. (“our,” “we” or “us”) website at <https://www.reachforresources.org>. This policy describes how we collect, use, share, and protect information you provide to us. If you do not agree with the terms of our Privacy Policy, you should immediately stop using or visiting this website.

## Information We Collect

When you visit our website, you may be providing us with two types of information: (1) website use information that is non-personally identifiable; and (2) personal information that you knowingly choose to provide us.

**Information that is non-personally identifiable** includes information that cannot be used to personally identify you. It includes website data collected on an aggregate basis as you and others browse our website. Similar to other websites, our website utilizes a standard technology called cookies, as well as Web server logs, to collect information about how our website is used. This technology may include "third party" cookies or other trackers that allow Google or other analytics tools to collect anonymous browsing data. Information gathered through cookies and Web server logs may include aggregate data, such as the number of visits to this website, the date and time of visits, users' geographical location, users' browser type, time spent at our website, etc.

**Personal information** includes data you knowingly choose to provide that is collected on an individual basis. You may provide this information to us for various purposes, including, but not limited to the following:

- making a donation to us through our secure Click and Pledge payment processing site,
- applying for an employment, internship, or volunteer position,
- signing up to receive periodic updates (e-newsletters and other correspondence) through our email marketing service provider, Mailchimp,
- submitting messages to us through our “Contact Us” and/or other forms,
- paying a bill through our secure Click and Pledge payment processing site, and
- registering for a program through our secure Click and Pledge payment processing site.

All transactions made through our payment processing site are governed by that merchant's terms and conditions and may include other provisions not referenced in this policy.

If you choose to correspond with us through email, we may retain the content of your email messages together with your email address and our responses.

## How We Use Information You Provide to Us

Broadly speaking, we use personal information for purposes of administering and expanding our campaign activities. Reach for Resources does not sell, rent, lease or otherwise share your name, phone number, physical address, or email address with third parties except as otherwise provided in our Privacy Policy.

Unless you ask us not to, we may contact you via email in the future to tell you about events, organizational news, opportunities for employment or volunteering, ways to donate, or changes to this Privacy Policy.

## Your Choice

We respect your privacy and recognize that you may wish to limit the ways in which we contact you. All of our email correspondence through our email service provider, Mailchimp, contains an “Unsubscribe” link on the footer of the message that you can use to manage your communications from us. You may also send an email to [info@reachforresources.org](mailto:info@reachforresources.org) to change your communication preferences. When doing so, please include the following information:

- **To remove your name from Reach for Resources postal mailing list**, please provide your full name and mailing address with the request for the type(s) of removal.
- **To remove your name from Reach for Resources emails**, please provide your full name and email address with the request for the type(s) of removal.
- **To review or correct your personal information**, please provide your full name and mailing address, and an explanation of needed updates.

## Sharing Information with Third Parties

Unless otherwise noted, the information you supply on any form, application, or request for information will not be sold or supplied to other organizations, except as required by law. The data may be tabulated for statistical purposes, and those results may be provided to other organizations, but you will not be identified in those results.

We may use third parties to perform functions in connection with this website and in offline business operations (website programming, payment processing, etc.). We may share information about you with these third parties, or allow these third parties to collect information about you on our behalf, that they need to perform their functions and in accordance with our agreements with them.

## **Security**

We take precautions to protect your information. Payment information we collect via our website (such as credit card data), is encrypted and transmitted to us in a secure way. You can verify this by looking for a lock icon in the address bar and looking for “https” at the beginning of the address of the Web page. We use Internet encryption software, Secure Sockets Layer (SSL) protocol, when collecting or storing sensitive data.

While we use encryption to protect sensitive information transmitted online, we also protect your information offline. Only those individuals who need the information to perform a specific job (for example, billing or customer service) are granted access to personally identifiable information. The computers/servers in which we store personally identifiable information are kept in a secure environment.

***Disclaimer:*** Despite our best efforts to safeguard all your information, no Internet or email transmission is ever fully secure or error free. Email sent to or from this website may not be secure. You should use caution whenever submitting information online and take special care in deciding what information you send to us via email. Reach for Resources, Inc. expressly disclaims any responsibility for any harm, damage, or other injury you may experience or incur by sending personal or confidential information via electronic means.

## **Links**

This website contains links to other sites. The links from this website do not imply that we endorse or have reviewed these sites. Please be aware that we are not responsible for the content or privacy practices of such other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of any other site that collects personally identifiable information.

## **Changes to Privacy Policy**

We may update or modify our Privacy Policy at any time and from time to time without prior notice. Please review our Privacy Policy periodically, and especially before you provide any information.

## **Questions About Our Privacy Policy**

If you have any questions about our Privacy Policy, the practices of this website, or your interactions with this site, please contact us at [info@reachforresources.org](mailto:info@reachforresources.org).