

WOMEN'S FUND OF RHODE ISLAND PRIVACY POLICY

Introduction

The Women's Fund of Rhode Island (WFRI) respects your privacy and is committed to honoring your preferences. This privacy policy governs the way we collect and use your information both offline and online, including at www.wfri.org and WFRI's own social media sites. Your use of WFRI's website or social media or your provision of personal information to WFRI constitutes your acceptance of the terms of this policy.

What types of information do we collect and how?

We collect and use the information you provide when you interact with WFRI. Specifically, we may collect data from you at these locations:

- On our website, from which you are accessing this Privacy Policy. The type and amount of information we receive and store depends on how you use our website. You can access most of the pages on our website without telling us who you are and without revealing any personal information
- On social media
- From HTML-formatted email messages that we send to you
- In offline interactions you have with us

This information falls into two categories: 1) Personal information and 2) Non-Personal Information.

Personal Information

We may collect personal information in the following circumstances:

- When you sign for our mailing list
- When you make a donation to us
- When you purchase tickets for and to attend our events
- When you apply for a job or volunteering opportunity with us

If you choose to provide it, we can collect the following types of personal information from you:

- Name
- Address
- Company Name and Job Title
- Email address
- Phone number
- Information provided for the purpose of applying for a job or volunteering opportunity, including gender, age, or ethnicity.

Non-Personal Information

- Through technology, we may collect non-personal information about the computer, mobile phone, tablet or other device you use to access WFRI online. This Log Data may include information such as your computer's Internet Protocol ("IP") address, browser type, browser version, the pages of our website that you visit, the time and date of your visit, the time spent on those pages and other statistics
- WFRI also uses several techniques, such as cookies and pixel tags, to track interactions with our website and social media. This may include demographic and other data provided by you that does not reveal your specific identity or data that has been aggregated in a manner such that it no longer reveals your specific identity. Further information on these techniques, including how to opt out, is presented below

How do we use information collected?

- To send you email generally
- To update you on our activities
- To ask you for donations or to attend our events
- To improve the functioning of our website and social media
- To help us understand how people are using our website and social media
- To personalize your experience
- To develop new services, events, grants and sponsorship opportunities
- To enhance, improve or modify our current services
- To identify usage trends; to understand which of our services are of most interest
- To determine the effectiveness of our promotional campaigns, so that we can adapt our campaigns to the needs and interests of our users
- To administer and process your applications for employment or volunteering opportunities with us
- To share your data with trusted third parties (further details below)
- To fulfill legal obligations

Legal aspects of processing your data

Data protection law requires us to have a legal justification to process your personal information. We use the following depending on the type of data and the type of processing:

- **Consent**
We require your consent to send you our communications -- for example, to send you emails to update you on our work and to request donations. We will only process your information in this way if you consent. If you apply for a job with us and provide us with sensitive personal information (including details of your race, ethnicity, gender), we will only process that information with your consent.
- **Contractual obligation**
If you donate to us or purchase from us, your personal data will be used to process the transaction.

- **Legal obligation**
We will process your personal information to fulfil any legal obligations placed upon us, such as the prevention of fraud or money laundering. We will also process your personal information if lawfully required to do so by a legal authority or a court of law.
- **Necessity**
If you apply for an employment or volunteering opportunity with us, we may process information necessary for these opportunities.
- **Security**
We take appropriate security measures to ensure that we keep your information secure, accurate and up to date. We also take care to ensure that we have secure systems for processing donations and payments through our services providers when transactions are completed online. However, the transmission of information over the Internet is never completely secure, so while we use commercially acceptable means to protect personal information, we cannot guarantee the security of information transmitted to our websites.
- **Third Party Websites**
On our website, we sometimes have links to third party websites or applications. This policy does not apply to such pages or applications hosted or operated by other organizations. These other sites may have their own privacy policies.

Sharing of your personal information

We will only share your personal information for web hosting and processing arrangements. Our websites are hosted by third party service providers and therefore any personal details you submit through them may be processed by that third party service provider.

We also use other third parties to process your personal details in the following areas:

- For subscriptions to our newsletter
- To process online payments for tickets, donations and sponsorships
- To process all information associated with applications for employment or volunteering opportunities and related recruitment processes

All third-party services providers process your personal information only on WFRI's behalf and are bound by contractual terms that are compliant with data protection law.

Use of cookies

A cookie is a text-only piece of information that a website transfers to your computer's hard disk so that the website can remember who you are. A cookie will normally contain the name of the Internet domain from which the cookie has come, the "lifetime" of the cookie, and a value, usually a randomly generated unique number. Cookies are pieces of data stored directly on the computer that you are using. Cookies allow us to collect data such as browser type, time spent on the Services, pages visited, referring websites, and other traffic data.

If you wish to restrict or block cookies you can set your internet browser to do so. Please click on the following link for more information: www.aboutcookies.org. However, if you do not accept cookies, you may not be able to use some portions of the WFRI website.

Use of Google Analytics, pixel tags and similar technologies

We use Google Analytics, which uses cookies and similar technologies to collect and analyze data about use of our online services and report on activities and trends. We also use Google Analytics to gain insights and improve the functionality of the WFRI website. Google Analytics may also collect data regarding the use of other websites, apps, and online resources. You can learn about Google's practices by going to www.google.com/policies/privacy, and opt out of them by downloading the Google Analytics opt-out browser add-on, available at <https://tools.google.com/dlpage/gaoptout>.

Pixel tags (also known as web beacons and clear GIFs) may be used to, among other things, track the actions of users of WFRI online services (including email recipients), measure the performance of our outreach campaigns, and compile statistics about usage of WFRI services and response rates.

Under Age 18

If you are aged 18 or under and would like to get involved in WFRI's work, please make sure that you have your parent/guardian's permission before giving us personal information.

Access to and your rights over your personal information

The personal data we hold about you is yours. You have the following rights over your information:

- To be informed how your data is being processed
- To access your data
- To rectify any data that is inaccurate
- To instruct us to delete your data
- To restrict our processing of your data (which includes contacting you via email) at any time. All our email communications to you will contain an unsubscribe link.
- To object to your data being stored.
- To move your data

Contact Us

If you wish to exercise any of these rights or have any questions about this policy, please contact us.

By mail:

245 Waterman Street
Suite 503
Providence, RI 02906

By email: info@wfri.org

By telephone: 401-262-5657

Complaints

If you wish to lodge a complaint about our handling of your personal data please get in touch with us with the details of your complaint. We aim to respond to all complaints within 14 working days.

Changes To This Privacy Policy

This Privacy Policy is effective as of **October 24, 2019**, and will remain in effect except with respect to any changes in its provisions in the future, which will be in effect immediately after being posted on this page.

We reserve the right to update or change our Privacy Policy at any time and you should check this Privacy Policy periodically. Your continued use of the Service after we post any modifications to the Privacy Policy on this page will constitute your acknowledgment of the modifications and your consent to abide and be bound by the modified Privacy Policy.

If we make any material changes to this Privacy Policy, we will notify you either through the email address you have provided us, or by placing a prominent notice on our website.