

8.00 Privacy Policy

8.01 Our Commitment to Privacy

Hurononia Community Foundation (hereafter referred to as “HCF”) is committed to protecting the personal privacy of our fundholders, donors, prospective donors, board members, staff, volunteers and other stakeholders.

This Privacy Policy explains how HCF collects, uses, and discloses the personal information you may provide while communicating with the HCF, establishing and / or maintaining funds with HCF or while using websites or microsites operated by HCF, including, but not limited to, any tools, apps, forums, event registration pages, contest entries, blogs, purchases and/or donations or grants (collectively, the “Websites” or the “Website”).

8.02 Website Usage Information

When you visit our website, we collect some basic statistical information that does not identify you as an individual user. This includes the amount of traffic visiting the website, which pages are visited and for how long, which search engines visitors are using to get to our website, and what ISP they are using. We use the information we collect to improve the quality of our website, enhance or tailor the information we offer, and make your experience on our website as valuable and efficient as possible. None of this information is ever disclosed to third parties. It is kept strictly confidential.

8.03 Third-Party Links & Social Media Websites

HCF does participate on various social media platforms and will provide links to these sites or other third-party sites as a courtesy to our visitors. They may have privacy policies that differ from our own. We encourage you to review any privacy policies or notices posted by those service providers.

8.04 What is personal information?

“Personal information” means information about an identifiable individual. Personal information may include, for example: name, address, email address, telephone number, age, date of birth, gender, language preference, marital status, donation history, employment information, credit card information, and information provided on grant and / or award applications.

8.05 Why do we need to collect personal information about you?

HCF collects, uses and discloses personal information from our donors and fundholders to identify and help them meet their philanthropic needs, process their donations, provide tax receipts, direct their gifts in the way they choose, keep them informed about gift giving opportunities and HCF activities, recognize their philanthropic activities in the community, and comply with federal and provincial legal and regulatory guidelines and reporting requirements.

We also seek the consent of our fundholders to disclose their name and the name of their personal/family fund in HCF publications & HCF related websites. Each fundholder shall complete Form 12 - Schedule B-3: “Consent to Allow the Use of Personal Information” regarding publication of personal information and particulars of fundholder contribution in Foundation literature and public media news releases . In addition, HCF will not exchange donor data with any other organization nor publish it for use by others.

Where donors make gifts to a Fundholder’s Donor Advised Fund, unless donor anonymity is requested, HCF discloses donation-related information to the Fund’s designated representative(s) (“Fund Representative”) to enable the Fundholder to steward gifts and thank donors appropriately.

HCF collects, uses and discloses personal information from our board members and other volunteers to keep them informed about our activities, assist them in performing their roles in the organization, and comply with federal and provincial guidelines and reporting requirements.

HCF collects, uses and discloses personal information from our employees to assist in administering employee benefit programs, accommodate disabled individuals in the workplace, assist employees with illnesses or injuries in returning to work, support their ongoing training and development, and comply with federal and provincial guidelines and reporting requirements.

8.06 Personal Information Provided by Consent

HCF does not collect individual identifiable data from users on our website unless you have chosen to provide it to us either via an electronic form or email. All information is kept strictly confidential. There are several ways we collect your information on our website. You provide personal information when:

- Sending an email
- Submitting an online request
- Donating
- Registering for our newsletter
- Volunteering
- Other Possible Forms of Online Communication

By using any of these services, you automatically consent to the collection and use of your personal information by HCF as described in this policy. It is important to note that you may withdraw your consent at any time simply by emailing us.

Once this consent has been obtained, we do not seek consent again, unless the purpose, use or disclosure of your personal information changes.

8.07 How do we control and protect your personal information?

We only collect and use personal information that is necessary for the intended purpose. We keep your information for only as long as necessary and maintain its confidentiality when it is destroyed. We make sure that your personal information is kept accurate, complete and up-to-date for our purposes. We protect your information from unauthorized access or use through physical and electronic security safeguards and limit access to only authorized persons and only when necessary.

All our board members, staff, volunteers and the other people working at HCF sign confidentiality agreements that require the safeguarding and proper use of your personal information.

8.08 Questions & More Information

If you have questions or concerns about our privacy policy or data processing, please email info@huroniacf.com

For more information on the federal Personal Information Protection and Electronic Documents Act (PIPEDA), please see the act posted in its entirety on the Federal Privacy Commissioner's website at <https://www.priv.gc.ca>.