

## **PEOPLE'S CITY MISSION**

### **Privacy Policy**

This notice discloses the privacy practices for the People's City Mission. It applies to any information collected from our donors both online and offline. In brief, our policy addresses the following:

1. What personally identifiable information is collected from donors, how it is used and with whom it may be shared.
2. What choices are available to donors regarding the use of their data.
3. The security procedures in place to protect the misuse of their information.
4. How they can correct any inaccuracies in the information.

#### **Information Collection, Use, and Sharing**

- We are the sole owners of the information collected on this site. We only have access to/collect information that a donor voluntarily gives us via mail, email or any other direct contact. We do not sell or rent this information to anyone.
- We will use donor information to respond to them. Their information will not be shared with any third party outside of our organization, other than as necessary to fulfill their request.
- Unless asked not to, we may contact donors via mail or email in the future to tell them about events going on, ministry needs or changes to this privacy policy.

#### **Donor Access to and Control Over Information**

Donors may opt out of any future contacts from us at any time. They can do so at any time by contacting us via the email address or phone number given on our website and:

- See what data we have about them, if any.
- Change/correct any data we have about them.
- Have us delete any data we have about them.
- Express any concern they have about our use of your data.

#### **Security**

- We take precautions to protect donor information. When you submit sensitive information via the website, your information is protected both online and offline.
- Wherever we collect sensitive information (such as credit card data), that information is encrypted and transmitted to us in a secure way. Donors can verify this by looking for a closed lock icon at the bottom of your web browser, or looking for "https" at the beginning of the address of the web page.
- While we use encryption to protect sensitive information transmitted online, we also protect information offline. Only employees 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.

**If you feel that we are not abiding by this privacy policy, please contact us anytime at 402-475-1303 or email [pt@peoplescitymission.org](mailto:pt@peoplescitymission.org).**