

## 1. Introduction

**Schoonmaker Scholars** is committed to protecting the privacy of our clients, donors, volunteers, and website visitors. This policy explains what information we collect and how it is used.

## 2. Information We Collect

- **Personal Information:** We collect names, email addresses, phone numbers, and mailing addresses when you sign up for newsletters, volunteer, or make a donation.
- **Financial Information:** For donations, we collect payment details through secure third-party processors. We do not store full credit card numbers on our servers.
- **Usage Data:** We may collect IP addresses and browsing behavior via cookies to improve our website experience.

## 3. How We Use Your Information

- To process and acknowledge donations.
- To send updates about our programs and fundraising efforts (with an opt-out option).
- To manage volunteer schedules and communications.

## 4. Sharing Your Information

We do **not** sell, rent, or trade your personal information with third parties for their marketing purposes. We may share data with trusted service providers (e.g., email platforms or payment processors) solely to perform functions on our behalf.

## 5. Your Rights

You have the right to:

- Review the personal data we have on file for you.
- Request corrections or the deletion of your data.
- Opt-out of any future communications at any time.

## 6. Data Security

We use industry-standard security measures, such as encryption and secure servers, to protect your data from unauthorized access.

## **7. Contact Us**

If you have questions about this policy, please contact us at **[nkshep@schoonmakerscholars.org](mailto:nkshep@schoonmakerscholars.org)**.