



Privacy Policy

The Hendricks County Community Foundation (HCCF) is committed to protecting the privacy of donors, fundholders, grantees, and all individuals with whom it works. Respect for personal information is an essential part of maintaining the trust placed in HCCF as a steward of charitable resources.

HCCF collects and uses information in a manner that is consistent with its mission, complies with applicable laws, and reflects its commitment to confidentiality and integrity.

Information We Collect and How It Is Used: HCCF collects personal and financial information necessary to carry out its charitable work. This may include names, contact information, financial information related to gifts, and other information voluntarily provided. This information is used for purposes such as:

- processing and acknowledging charitable gifts
- administering funds and making grants
- communicating with donors, fundholders, and community partners
- complying with legal, tax, and regulatory requirements

HCCF will not sell, trade, or otherwise share personal information for commercial purposes. By engaging with HCCF, individuals understand that their information may be used in these ways to support the Community Foundation's charitable work.

Confidentiality and Access to Information: Access to personal information is limited to Board members, staff, and authorized representatives who need the information to perform their responsibilities. All individuals associated with HCCF are expected to maintain the confidentiality of donor and organizational information and to use such information only for authorized purposes.

Donor Recognition and Anonymity: HCCF respects the wishes of donors regarding recognition and anonymity. Donor names and fund information may be included in HCCF publications or communications unless the donor requests otherwise. HCCF will make reasonable efforts to honor donor preferences regarding recognition and will not publicly acknowledge gifts where anonymity is requested.

Sharing of Information: HCCF may share information with trusted third parties as necessary to carry out its work, including auditors and legal counsel, investment managers and financial institutions, and

service providers supporting operations and communications. Such sharing is limited to what is necessary and appropriate, and HCCF expects and requires these parties to maintain the confidentiality of the information. HCCF may also disclose information when required to do so by law.

Online and Digital Information: HCCF may collect information through its website and online platforms, including forms used for donations, grant applications, or other communications. Online tools and third-party platforms may be used to process transactions or manage communications. These platforms are selected with care and are expected to maintain appropriate safeguards for personal information. HCCF may use emerging technologies, including data processing tools and artificial intelligence, to support its operations and communications. Such use will be consistent with this policy and with appropriate safeguards for personal information.

Data Security: HCCF maintains appropriate administrative, technical, and physical safeguards to protect personal information from unauthorized access, use, or disclosure.

Data Retention: HCCF retains information only as long as necessary to fulfill its charitable, legal, and operational responsibilities. Records are maintained and disposed of in accordance with HCCF's Document Retention Policy.

Reporting Concerns: Individuals who have questions or concerns about the use of their information are encouraged to contact HCCF. HCCF will take appropriate steps to address concerns and, where necessary, make corrections.

General Provisions: HCCF may update this policy from time to time to reflect changes in practices, technology, or legal requirements.