

PRIVACY NOTICE

This privacy notice tells you what to expect when The Hollie Foundation (“the Foundation”) collects personal information.

The Hollie Foundation is a grant funding Foundation that supports families affected by Niemann-Pick Type C (NP-C) through the provision of grant funding. Preservation of an individual’s privacy is important to the Foundation.

HOW WE USE YOUR INFORMATION

This applies to information we collect about:

- Visitors to our website;
- People who email us or write to us;
- Complainants and other individuals in relation to a data protection complaint or enquiry;
- people who contact us via social media
- People who apply for a Grant;
- Supporters whose personal details are shared with us by fundraising sites such as Just Giving or Virgin Money Giving.

The Hollie Foundation requests, stores and processes Personal Data including basic contact details, email address, special category data and limited payment information. We use this Personal Data to process your requests and to provide you with the services or information you have asked to receive and to comply with any applicable laws and regulations.

Your personal data will be shared with the Trustees and Volunteers of the Foundation where necessary. We may share personal data relating to grant applications with other agencies and third parties who are assisting with the processing or implementation of the application or provision of equipment, services or support. The Foundation has a Data Protection policy in place. Our Trustees and Volunteers are aware of privacy considerations and their obligations to protect the confidentiality, integrity and availability of personal data.

Where we receive your information from fundraising sites it will only be shared with us where you have given them your consent. Please check the Privacy Policy for any fundraising site you use so you fully understand how they process and use your data.

WEBSITE VISITORS

We receive, collect and store any information you enter on our website. In addition we collect the Internet (IP) address used to connect your computer to the Internet; login; email address; computer and connection information and purchase history. We may use software tools to measure and collect session information, including page response times, length of visits to certain pages, page interaction information, payment details (including credit card information) comments, feedback, service reviews and recommendations.

When you conduct a transaction on our website, as part of the process, we collect personal information you give us such as your name, address and email address. Your information will be used for the specific reasons stated above only.

Our website is hosted on the Wix.com platform. Wix.com provides us with the online platform that allows us to promote our Foundation services and sell tickets for our fundraising events to you. Your data may be stored through Wix.com's data storage, databases and general Wix.com applications. They store your data on secure servers behind firewalls.

All direct payment gateways offered by Wix.com and used by our Foundation adhere to the standards set by PCI-DSS as managed by the PCI Security Standards Council.

LAWFUL BASIS FOR PROCESSING YOUR PERSONAL DATA

Under the General Data Protection Regulation ('GDPR') we must have a lawful basis to process your Personal Data.

Our lawful basis for processing personal data is as follows;

- To provide supporters and interested parties with general information on the work of the Foundation, fundraising events and activities we use **Consent**.
- To process and administer grant applications or to process ticket sales for fundraising event are lawful basis for processing is **Contract**
- Where there is a **Legitimate Interest** to do so and it does not harm any of your rights and interests as an individual. We rely on Legitimate Interest to keep in touch with previous grant applicants about our charitable purposes and changes to our grant policy or new funding streams.
- Where we process Special Category Personal Data such as health or genetic data we seek your **Explicit Consent**

RETENTION PERIOD

We will hold any personal data for the minimum period required depending on the nature of the personal data and the purpose for which it was collected and our legal obligation. For more information on our data retention policy email info@theholлиеfoundation.com

YOUR RIGHTS

Data Protection Laws provide the following rights for individuals;

1. The right to be informed
2. The right of access
3. The right to rectification
4. The right to erasure
5. The right to restrict processing
6. The right to data portability
7. The right to object
8. Rights in relation to automated decision making and profiling.

If you wish to exercise any of your rights, or to complain about privacy, please contact The Hollie Foundation at info@theholлиеfoundation.com. If we are unable to resolve your privacy issue to your satisfaction, you have the right to complain to the Information Commissioners Office at www.ico.org.uk

ACCESS TO PERSONAL INFORMATION

The Foundation will be as open as it can be in terms of giving people access to their personal information. Individuals can find out if we hold any personal information by making a 'subject access request'. If we do hold information about you we will:

- give you a description of it;
- tell you why we are holding it;
- tell you who it could be disclosed to; and
- let you have a copy of the information in an intelligible form.

To make a request to the Foundation for any personal information we may hold about you please write to the address provided below. In accordance with Data Protection Laws we will respond to your request within one month.

If we do hold information about you, you can ask us to correct any mistakes by, once again, contacting us.

HOW TO CONTACT US

If you want to request information about our privacy policy you can [email us](#) or write to:

The Hollie Foundation, 3 Stubbs Field, Shenley Brook End, Milton Keynes, MK5 7GG

Where consent is our lawful purpose for processing you may withdraw your consent at any time by emailing info@theholliefoundation.com.

CHANGES TO THIS PRIVACY NOTICE

We reserve the right to modify this privacy policy at any time, so please check it periodically. Changes and clarifications will take effect immediately upon their posting on the website. If we make materials changes to this policy we will notify you here that it has been updated.

25 May 2018