



Project SUCCESS Web Site

Privacy Policy (7/29/09)

Project SUCCESS is committed to preserving your privacy and safeguarding your personal, financial and other sensitive information. The following statement describes the general information gathering and usage practices of our programs and Web site.

Collecting Personal Information through our Online Service

To improve our services and efficiency, we collect two types of information on our Web site:

1. Web server traffic information. This information is used to determine the number of visitors on our site, the length of each visit, and sources of traffic. We collect aggregate data – or totals of those visiting from a domain – not information identifying individual users. We use this information to help improve our site and our service to you.
2. Personal information provided by you. When you register for more information or make a comment on the Project SUCCESS Web site, you have the option of providing a variety of information, including: name, address, e-mail address, phone number, your affiliation with Project SUCCESS (e.g. teacher, parent, theater, donor, alumni), and your program interests.

When you make an online donation to Project SUCCESS, we collect a variety of personal information in order to process your donation. This personal information may include: name, address, e-mail address, phone number, your credit card information, “acknowledgement” or “in memory of” information, and donation amount. We use CharityBox.com, a Twin Cities-based online charitable giving processing company to process online donations. Neither Project SUCCESS nor CharityBox.com retains, stores, or personally uses identifiable information for any secondary purposes.

Use of Your Personal Information

Project SUCCESS collects and uses your personal information to operate the Project SUCCESS Web site and deliver the services you have requested. Project SUCCESS may share data with trusted partners to help us perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. All such third parties are prohibited from using your personal information except to

provide these services to Project SUCCESS, and they are required to maintain the confidentiality of your information.

Project SUCCESS publishes donor lists each year in its annual report and on the Project SUCCESS Web site. To request that your or your organization's name not be listed, please contact emilyh@projectsuccess.org or 612-874-0776.

Protecting Personal Information

Project SUCCESS is committed to protecting your privacy. We will not sell, trade, or share your personal information with anyone else, nor will we send mailings on behalf of other organizations. It also respects the request of donors and other constituents to be removed from mailing or other distribution lists. If you wish, you may withdraw your permission at any time for us to maintain this information in our files or to communicate with you. Please contact us at info@projectsuccess.org or 612-874-7710 to remove your name or to specify your communication preferences.

Project SUCCESS takes every precaution to protect your personal information. When donors submit sensitive information, their information is protected both online and off-line. When a form asks donors to enter sensitive information such as credit card numbers or addresses, that information is encrypted and protected with the best encryption software in the industry – SSL. All of our donor information is also restricted in our offices off-line. Only employees who need the information to perform a specific job are granted access to personally identifiable information.

Complying with the Judicial or Legal System

Although Project SUCCESS makes every effort to protect donor and customer privacy, we may need to disclose personal information when required by law wherein we have a good-faith belief that such action is necessary to comply with a current judicial proceeding, a court order or legal process served on our organization.

Third Party Web Sites

This Privacy Policy applies only to the Project SUCCESS programs and Web site. Project SUCCESS Web sites may contain direct and indirect links to other Web sites, which Project SUCCESS provides for your reference and convenience only. Any links to other Web sites provided on a Project SUCCESS Web site do not imply on behalf of Project SUCCESS any endorsement of the activities of or any association with any such Web sites or the respective operators thereof. Project SUCCESS does not control and is not responsible for the content of or the privacy practices employed by any other Web sites or the respective operators thereof.

Changes to our Privacy Policy

If we decide to change our privacy policy, we will post those changes to our home page, this privacy statement, and other places we deem appropriate so our constituents are always aware of what information we collect, how we use it, and under what circumstances, if any, we disclose it. If, however,

we are going to use an individual's personal identifiable information in a manner different from that stated at the time of collection, we will notify the individual. Project SUCCESS encourages you to periodically review this Statement to be informed of how Project SUCCESS is protecting your information.

Contact Information

Project SUCCESS welcomes your comments regarding this Statement of Privacy. If you believe that Project SUCCESS has not adhered to this Statement, please contact Project SUCCESS at info@projectsuccess.org or 612-874-7710. We will use commercially reasonable efforts to promptly determine and remedy the problem.