

## Privacy and Cookie Statement

Emergency Assistance Foundation, Inc. (“The Foundation”) has created this Privacy and Cookie Statement (the “Statement”) in order to demonstrate our firm commitment to the privacy of our donors, users, clients and community partners who may visit this website, register, **make a payroll deduction selection**, or submit an online grant application. The **FUND NAME** (“the Fund”) is managed by the Foundation. This Statement describes the collection, use, transfer and storage of personal information obtained by the Foundation in connection with the operation of the Fund. This Statement may change at any time; any changes will be posted on this page. Should you have additional questions, comments or concerns please contact:

Emergency Assistance Foundation, Inc.  
3713 Pine Street  
Jacksonville, FL 32205  
email:  
[admin@emergencyassistancefdn.org](mailto:admin@emergencyassistancefdn.org)  
Phone: 888.303.4369

## What Information We Collect and How We Use It

### *Registration*

If you decide to submit a cloud based grant application to the Fund, you will need to register. In connection with this registration process, the Foundation will obtain your name, and email address. The Foundation will use this information to process your registration and communicate with you.

### *Donations*

**Depending on the country where you are located, you may be able to make a one-time or reoccurring donation through a payroll deduction or the Fund’s website. If you choose to make a donation to the Fund via payroll deduction, the FUND SPONSOR will obtain information needed to process your donation, including your name, country of residence, amount of donation, donation frequency and start date of donation.** If you choose make a donation to the Fund via credit or debit card, PayPal will collect your name, credit or debit card information, telephone number, email address and country of residence. PayPal also may collect information through automated means such as cookies and information from your computer, mobile phone or other device used to make the donation, as explained in the Privacy Policy for PayPal Services available on PayPal’s website.

## *Grant Application*

If you submit a grant application online, by fax or through another approved channel, the Foundation will obtain the information you provide in the application forms, including whatever you choose to disclose about your personal information and any personal information about your family members or other eligible dependents, information about your emergency hardship situation and your finances. The Foundation will use the information you provide to assess and process your grant application for financial assistance from the Fund. By submitting a grant application, you agree and represent that: 1) you have informed every adult or child that you are submitting an application for a grant and that application contains personal information about them, and 2) you have the authorization of adults whose personal information is included in your grant application for the collection, use, transfer and storage of their personal information.

## *Charitable Class Verification*

You will provide certain information to the Foundation such as your name, employee ID, employment status in order to allow the Foundation to verify that the applicant is a member of the charitable class with **FUND SPONSOR** as required by regulations.

## *Other purposes*

In addition, the Foundation may use your personal information to communicate with you about and administer your participation in the Fund, to protect against, identify, and prevent fraud and other unlawful activity, claims and other liabilities, and to comply with and enforce applicable legal requirements.

## *Use of IP addresses and Cookies*

The Foundation may automatically receive information about your system, device, network, and application software. This includes technical information, such as your IP address, the type of browser you are using, the date and time of your visit, the web page you have visited immediately prior to visiting this website, device identifier, device model, operating system, and language set.

Cookies or other similar technologies may also be used in connection with this website. Cookies are small files that store certain data on a device or computer. We may use both session and persistent cookies on this website. Cookies, pixel tags, web beacons or similar technologies may be used on some of our website pages and HTML-formatted email messages to, among other things, enhance your experience as a user. We may also use these technologies for security purposes, to facilitate navigation, to display information more effectively, and to better serve you with more tailored information, as well as for site administration purposes, e.g., to gather statistical information about the usage of our website in order to continually improve their design

and functionality, to understand how users use our website and to assist us with resolving questions regarding use of the website. This website does not respond to Do Not Track signals.

## Security

The Foundation implements appropriate security measures to protect against the loss, misuse and alteration of the information under the Foundation's control.

## When We Share Your Information

The Foundation does not sell, trade, or otherwise transfer your personal information to third parties except as described in this Statement. The Foundation may disclose your personal information to third-party service providers who perform services for the Foundation based on the Foundation's instructions, including service providers used for employee verification and authentication purposes and to process donations and grant applications. The Foundation does not authorize these service providers to use or disclose the personal information except as necessary to perform services on its behalf or comply with legal requirements.

The Foundation may also disclose your information when it believes disclosure is appropriate to comply with the law, enforce the Foundation's policies, or protect ours and others rights, property, or safety.

In addition, the Foundation will provide **FUND SPONSOR** with aggregated information in the form of reports, including reports of where grants were issued (country, state) and the total amount of grant monies awarded under the various categories for assistance (disaster relief, medical emergency, etc.). In connection with these reports, **FUND SPONSOR** does not receive information from the Foundation that would allow **FUND SPONSOR** to identify you or to connect you with any particular distressing event or circumstance. You may choose, however, to share with **FUND SPONSOR** your story and information regarding the grant you received, in which case **FUND SPONSOR** will obtain your name, email address, phone number, grant amount, grant date and other information you may provide to **FUND SPONSOR**.

## External Links

This site may contain links to other external websites such as PayPal. This Statement does not address, and the Foundation and **FUND SPONSOR** are not responsible for, the privacy, information or other practices of any third parties, including any third party operating any site to which this website contains a link. Linked sites may have their own privacy notices or policies, which we strongly suggest you review.

**XYZ FUND  
LOGO**

# XYZ Employee Relief Fund

Administered by Emergency Assistance Foundation, Inc.

## Access Rights

To the extent permitted by applicable law, you may contact us as indicated above if you would like to see the personal information we hold about you, or to ask us to correct or update your personal information.

## Cross-Border Transfers of Your Personal Information

Your personal information may be stored and processed in countries other than the country in which the information originally was collected, including in Canada and the United States. Those countries may not have the same data protection laws as the country in which you initially provided the information.

## Retention Period

The Foundation will retain your personal information for a period as required by regulations and for the purposes indicated in this Statement.