

## **Please Review our Privacy Policy for Your Protection**

*Updated 1/10/19*

Cawaco Resource, Conservation & Development Council (RC&D) is committed to protecting your privacy and utilizing technology that gives you a safe online experience. This Statement of Privacy applies to the Cawaco RC&D website as well as the forms we request you fill out in order for us to provide services to you, and governs data collection and usage. By using the Cawaco RC&D website and submitting forms to us, you consent to the data practices described in this statement.

NOTE: Our privacy and security policy is clear: *We will collect no personal information about you when you visit our website unless you choose to provide that information to us.*

Bottom Line: We respect your privacy. Your personal information is encrypted. Information that is collected by filling out forms or using our website is never sold.

### **Collection of your Personal Information:**

Cawaco RC&D collects personally identifiable information, such as your e-mail address, name, home or work address or telephone number. In order to participate in the Cawaco RC&D grant program, or any other program that Cawaco administers, we must collect this information.

### **How and why we collect Information:**

Any information collected is never sold or used for purposes other than the fulfillment of our mission as a non-profit organization. Any information collected through surveys, grant applications, or reporting forms will be used exclusively to further our mission to assist and improve Alabama communities.

There is also information about your computer hardware and software that is automatically collected by the Cawaco website. This information can include: your IP address, browser type, domain names, access times and web site addresses. This information is used by the Cawaco web site for the operation of the service, to maintain quality of the service, and to provide general statistics regarding use of the Cawaco web site.

### **Use of your Personal Information**

Cawaco RC&D collects and uses your personal information to deliver the services you have requested. Cawaco RC&D also uses your personally identifiable information to inform you of other products or services that are provided by Cawaco and its affiliates. Cawaco RC&D may also contact you to notify you of current services or of potential new services that may be offered.

Cawaco RC&D does not sell, rent or lease its customer lists to third parties. The Cawaco RC&D web site keeps track of the web sites and pages our customers visit within the Cawaco website, in order to determine what Cawaco services are the most popular. This data is used to determine which program and service is most valuable to our service area.

Cawaco RC&D web sites will disclose your personal information, without notice, only if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on Cawaco RC&D or the site; (b) protect and defend the rights or property of Cawaco RC&D; and, (c) act under exigent circumstances to protect the personal safety of users of the Cawaco RC&D, its services, or the public.

### **Use of Cookies**

The Cawaco RC&D web site use "cookies" to help you personalize your online experience. A cookie is a text file that is placed on your hard disk by a Web page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you, and can only be read by a web server in the domain that issued the cookie to you.

You have the ability to accept or decline cookies. Most Web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to fully experience the interactive features of the Cawaco RC&D website or its services.

### **Security of your Personal Information**

Cawaco RC&D takes every precaution to secure your personal information from unauthorized access, use or disclosure. Cawaco RC&D secures the personally identifiable information you provide on computer servers in a controlled, secure environment, protected from unauthorized access, use or disclosure. When personal information (such as a credit card number) is transmitted to other Web sites, it is protected through the use of encryption, such as the Secure Socket Layer (SSL) protocol.

### **Information Sharing**

Cawaco RC&D may provide your personal information to third parties who are acting on our behalf or assist us in providing services to you, such as data storage, maintenance services, hosting services, database management, web analytics and payment processing providers. We do not allow these third parties to use your personal information for their own purposes and only permit them to process your personal information for specified purposes and in accordance with our instructions.

Such third parties are subject to this privacy statement in addition to certain contractual obligations with respect to the use of your personal information. Notwithstanding such legal and contractual obligations between Cawaco RC&D and such third parties, Cawaco RC&D remains potentially liable for any misuse of personal information by such third parties.

**Links to Other Websites**

Our Site includes links to other websites whose privacy practices may differ from those of Cawaco. If you submit personal information to any of those sites, your information is governed by their privacy statements. We encourage you to carefully read the privacy statement of any website you visit.

Our Sites include Social Media Features, such as the Facebook Like button and Widgets, the Share this button, or interactive mini-programs that run on our Sites. These features may collect personal information, including your IP address and which page you are visiting on our website, and will set a cookie to enable the feature to function properly. Social Media Features and Widgets are either hosted by a third-party or hosted directly on our website. Your interactions with these features are governed by the privacy statement of the company providing it.

**Contact Us**

Cawaco RC&D welcomes your comments regarding this Statement of Privacy. If you believe that Cawaco has not adhered to this Statement, please contact us at [grantfunds@live.com](mailto:grantfunds@live.com). We will use commercially reasonable efforts to promptly determine and remedy the problem.