



## Privacy Policy

Face to Face knows that you care how information about you is used and shared, and we appreciate your trust that we will do so carefully and sensibly. This notice describes our privacy policy. By visiting [www.face2face.org](http://www.face2face.org), you are accepting the practices described in this Privacy Notice.

### The Main Points

We use your contact information for in-house purposes only, and do not sell, rent, trade, or share any information about you with third parties.

### Personal information

We receive and store any information you enter on our website or give us in any other way, including subscribing to our mailings or e-newsletter, donating to us, or completing forms on our website. We ask for personal information so that we can fulfill your request and return your message. If you choose not to provide any of that information, we may not be able to fulfill your request or complete online acceptance of your donation, but you will still be free to browse the other sections of the websites owned and administered by Face to Face.

### Donations

Donations made online to Face to Face are made through Little Green Light, Inc., from which we collect personal information such as your name, billing address, and email address, if you have not already provided these details. We collect information about your donation, including the amount of your donation.

### Donor Privacy

Face to Face may collect and store personally identifiable information (including, but not limited to your name, address, telephone number, and email address) that you have provided to us when you contact us in person, by phone, or by email. We collect your name, email address, and other contact information if you register for an event. We also collect your name, email address, telephone number, and payment information when you make a contribution, either on our website, at a special event, over the phone, or by mailing in a check. The above list provides a sample of personal information that may be collected by Face to Face. This information may be utilized to send donor acknowledgements, additional mailings, and/or solicitations.

Periodically, Face to Face publishes lists of individuals and organizations that have supported it through contributions of cash or cash equivalents, goods or services, or volunteer time. Face to Face will provide all donors an opportunity to state that they prefer to remain anonymous and will make every reasonable effort to comply with the donor's request.

Face to Face will follow appropriate practices to ensure that all contribution transactions are conducted in a secure manner and that all data related to donors is stored securely. Access to donor information will be limited to the Executive Director, Development Department staff, designated individuals in the Finance Department, and designated on-site consultants. Face to Face will not sell, rent, trade, or share donor-related data with any third-party person or organization.



Face to Face | [face2face.org](http://face2face.org)  
Clinic | 1165 Arcade Street, Saint Paul, MN 55106 | 651-772-5555  
SafeZone | 130 East 7<sup>th</sup> Street, Saint Paul, MN 55101 | 615-224-9644

### **Discontinue Contact Policy**

Individuals and organizations may request, verbally or in writing, to have their names, postal addresses, and email addresses removed from solicitation lists and other lists. Face to Face will confirm and comply with all such requests promptly. It is important to note that some requests may be received at a time when it is too late to stop a specific distribution project that is in process.

### **Links to Other Websites**

The Face to Face website may contain links to third-party websites, including nonprofits and other organizations. Face to Face is not responsible for the privacy practices, policies, or content of such websites.

### **Email Communications**

Face to Face publishes an e-newsletter on a periodic basis. You may subscribe to or unsubscribe from the email list at any time. Occasionally we may send announcements about Face to Face to the mailing list. We do not sell, rent, trade, or share our email list.

### **Automatic Information**

When you visit the Face to Face site, our servers make a log of basic information corresponding to the sites and pages you have visited. This information is stored primarily to track the effectiveness of our websites and individual sections and pages within them. At this time our general website does not use cookies (alphanumeric identifiers that can be stored by a visitor's browser to identify them on a future visit, or during a single visit).

### **Security**

All computers that receive or store personal information are secured by firewalls and other security measures. Additionally, sensitive data such as credit card numbers are encrypted using SSL and other industry standard measures, to provide an additional level of security.

### **Conditions of Use and Revisions**

If you have concerns about privacy on the Face to Face website, please send us a note at [hello@face2face.org](mailto:hello@face2face.org), and we will try to resolve it as soon as we can. Changing business practices and circumstances may require that we make changes to this privacy policy from time to time. Any changes will be reflected on this website.

Contact us with any questions at Face to Face, Attention: Privacy Request, 1165 Arcade Street St. Paul, MN 55106, [hello@face2face.org](mailto:hello@face2face.org), 651-772-5555.

*Advancing economic and health equity for youth while providing support, opportunities, and access to resources as they build on their strengths and achieve their aspirations.*