

January 3rd, 2024



Stronger Warrior Foundation Privacy and Non-Disclosure Policy

1. Beneficiaries

- a. The Stronger Warrior Foundation honors the privacy and confidentiality of all beneficiaries of our organization and will not release any names, addresses, or phone numbers of the beneficiaries of the our organization without written permission from the beneficiaries. Our organization will attempt to forward e-mail requests to the beneficiaries but will not release the e-mail address to the requestor.
- b. Beneficiary information will be discussed and shared, within our organization's staff, on a need to know basis.
- c. The Stronger Warrior Foundation will not publish pictures or names of the beneficiaries on the organization's website or in other publications such as brochures or newsletters without the written permission from the beneficiaries or their parents/legal guardians if the beneficiaries are minors under the age of 18.

2. Donors

- a. The Stronger Warrior Foundation honors the privacy and confidentiality of all donors and will not release the names, addresses, telephone numbers, or e-mail addresses of donors to any outside charity or organization for the purpose of solicitation, nor will our organization send donor mailings on behalf of other organizations.
- b. The personal information is collected so our organization may provide written substantiation to donors.
- c. The Stronger Warrior Foundation will not at any time sell or share a list of donors or sell or share the database of donors.
- d. Our organization uses the email addresses to answer emails we receive and to send monthly email news about our organization to the donor. A donor is only sent the monthly email information if they advise our organization by opting-in to emails through donating or using the newsletter sign-up on our website.

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3. Security

- a. The Stronger Warrior Foundation is committed to ensuring that your personal information is secure and, as such, our database and payment processing partners employ a variety of safeguards to protect the security of your credit card transactions, as well as the data you provide to us online. Including conforming to the Payment Card Industry (PCI) latest standards (Level 2, version 3.1); this means utilization of SSL and data encryption to secure donor data, as well as performing regular vulnerability scans and penetration tests to protect against network attacks, enacting physical security measures to restrict physical access, and following policies, procedures, and staff training to secure the human interfaces.
- b. Donors that wish to review their information collected may contact our organization via email at team@strongerwarriorfoundation.org, or mail at 1082 Manderly Dr, Milford, MI 48381.
- c. This policy does not prevent the release of all information required by the Internal Revenue Service, applications to participate in national or state giving campaigns, or other national or state regulations.
- d. All SWF employees will annually review this policy, all directors will annually review the policy and vote to renew the policy at the first board meeting of each calendar year.
- e. Any organization, company, foundation, or group of individuals, or individual who hosts a fundraising event, or establishes a business agreement using the Foundation's name or logo will be required to review and sign a Confidentiality and Non-Disclosure agreement. All employees are required to review and sign a Confidentiality and Non-Disclosure agreement when they are hired.

A handwritten signature in black ink, appearing to read 'Bryan J. Abell', is positioned above the printed name and title.

Bryan J. Abell
Co-Executive Director