

Chattanooga Christian Community Foundation d/b/a The Generosity Trust's

Donor Privacy Policy

Our Commitment to Our Donors

The Chattanooga Christian Community Foundation (CCCF) was incorporated in 1992 as a 501(c)(3) nonprofit corporation, headquartered in Chattanooga, Tennessee. CCCF also operates under an assumed name (registered in the State of Tennessee) as The Generosity Trust. CCCF also operates a wholly owned subsidiary, LJC Properties, Inc., used solely for real estate transactions.

CCCF/TGT is funded from voluntary contributions from individuals, corporations, and charitable foundations, from interest and fees earned for the administration of Donor Advised Funds and Charitable Trusts, and from an Endowment provided by the original donor to the Foundation. All donations solicited on behalf of The Foundation shall be used to further our mission which is to advance the cause of Christ by magnifying the joyful generosity of Christians. CCCF/TGT administers donor advised funds for donors across America to assist them in their charitable giving. CCCF/TGT also administers community impact funds, which collect donations from a broad cross-section of individuals, corporations, and foundations, and which are used for a variety of community and/or individual impacts.

The Foundation is committed to respecting the privacy of our donors. We have developed this policy to assure them that donor contact information will not be shared with any third party. The Foundation maintains the highest level of integrity and respect for the privacy of our donors. We seek to ensure that donors have trust and confidence in our practices.

This policy applies to all information received by the Foundation, both online and offline, on any platform, as well as electronic, written or oral communications.

The following Privacy Policy relates to donors.

The Chattanooga Christian Community Foundation/The Generosity Trust collects and maintains the following type of donor information:

- Contact Information: name, address, telephone number, email address
- Giving History: gift amount, date, any gift restrictions requested by the donor
- For individuals who establish Donor Advised Funds, Charitable Trusts, or Scholarship Funds with CCCF/TGT, we may collect other information, including but not limited to social security numbers, date(s) of birth, and other personal information.

All information is confidential and kept on file for IRS purposes. Credit card numbers are used only for donation or payment processing and are not retained for other purposes.

The Chattanooga Christian Community Foundation/The Generosity Trust will use confidential donor information for the following purposes:

- Distributing donation receipts
- Sending thank you letters to donors
- Informing donors of Foundation and project news and events
- Internal analysis and record keeping
- Contacting donors about changes in policy or changes in online access
- Creating Donor Advised Funds

Use and Disclosure of your Personal Information:

- We will not sell, share or trade your personal information with other entities without your permission.
- We may collect your name, email address, telephone number and payment information when you make a contribution, either on our website, over the phone, at an event or by mailing in a check, or by other written or spoken forms of communication.
- To the extent any donations are processed through a third-party service provider, our donors' information will only be used for purposes necessary to process the donation.
- We will use the personal information to protect against potential fraud. We may verify with third parties the information collected in the course of processing a gift.
- We will not publish a list of our donors and will not publish a list of the Donor Advised Funds that we administer.

Security and Enforcement

The Chattanooga Christian Community Foundation/The Generosity Trust protects your personal information from loss, misuse, alteration or unauthorized disclosure by requiring employees with access to personal data to comply with our privacy policy. We operate secure data networks protected by industry standard firewall and password protection systems. Our security and privacy policies are periodically reviewed and enhanced as necessary and only authorized individuals have access to the information provided by our donors.

Changes to the Privacy Policy

We reserve the right to change this Donor Privacy Policy. When we do, we will note the date of the last update at the bottom of the policy.

If you have questions about this Donor Privacy Policy, or if you wish to be removed from our contact lists, please contact James Barber at james@thegenerositytrust.org.

Adopted by the Board of Directors of the Chattanooga Christian Community Foundation at a duly held meeting on August 16, 2018.