## <u>Sharing Connexion Inc.</u> <u>Privacy Policy</u> July 15, 2021

## **General Fundraising Donations**

Donors submitting personal information to the organization or any of our staff, consent to the terms and conditions of this policy and to our processing and use of Personal Information for the purposes stated below.

"Personal Information" is information that identifies donors personally, such as name, address, telephone number, email address, and donation history with the organization. We collect names, email addresses, telephone numbers, and payment information when donors contribute on our website, at a special event, over the phone, or by check. The above list provides a sample of Personal Information that may be collected by Sharing Connexion Inc. (SCI) From time to time, we may collect Personal information from donors in ways not described above.

We will not sell, share or trade our donors' names or Personal Information with any other entity, nor send mailings to our donors on behalf of other organizations. This policy applies to all information received by the organization, both online and offline, on any Platform, as well as any electronic, written, or oral communications. In certain cases, we may share a donor's name(s), only if we have received their expressed permission, for the purpose of acknowledgment and gratitude. The donor will provide consent in these cases.

To the extent any donations are processed through a third-party service provider, our donors' information will only be used by SCI for purposes necessary to process the donation, advise the donor of the organizational impact and build a relationship for additional support.

## **Real Estate Impact Loans**

Sharing Connexion Inc. (SCI) is dedicated to maintaining the security, integrity, and confidentiality of the personal financial information of our applicants and borrowers. We collect nonpublic personal information about applicants and borrowers from their loan applications and other forms provided to us by them, from information we obtain from a consumer reporting agency and from direct transactions and interactions with us. This information helps us to establish and administer applicant and borrower accounts.

Access to identifiable personal and financial information of our customers is limited to SCI employees, SCI Board Members, and occasionally SCI Advisory Committee members who are serving in a loan review capacity. We may be required to provide identifying information to SCI funders or certain government agencies when they have provided funding to SCI for its programs or when we are required by law to report this information. We also may provide information to credit reporting agencies.

Our employees, contract service providers, and associated partners are required to maintain confidentiality and customer privacy. If necessary, we take appropriate steps to enforce our responsibility to protect our customers' personal information. We maintain physical, electronic, and procedural safeguards that conform to federal standards to guard nonpublic personal information.

After loans have been underwritten, we will put out some communications about the project. All press releases, case studies, or testimonials will be provided to the borrower for review prior to being made public in an effort to ensure that there is no release of sensitive information.

## **Real Estate Donations**

*Real Estate Donors* are defined as donors of property who are donating on behalf of a partnering nonprofit organization. Real Estate Donors who may submit personal identifying information ("Personal Information") to Sharing Connexion Inc. (SCI) and/or any of our staff or directors, consent to the terms and conditions of this policy and to our processing and use of Personal Information for the purposes stated below.

"Personal Information" is information that identifies donors personally, such as name, address, telephone number, email address, and donation history with the organization. We collect names, email addresses, and telephone numbers when Real Estate Donors make or plan to make a real estate contribution. The above list provides a sample of personal information that may be collected by Sharing Connexion Inc. From time to time, we may collect personal information from donors in ways not described above.

We will not sell, share or trade our Real Estate Donor's names or personal information with any other entity, nor send mailings to our donors on behalf of other organizations. This policy applies to all information received by the organization, both online and offline, on any platform ('Platform', includes the Sharing Connexion website), as well as any electronic, written, or oral communications. Real Estate Donor's personal information will not be retained by SCI for fundraising solicitation but will solely be retained for the purpose of tracking transactional information pertinent to the Real Estate Donation program, such as providing proper receipts and documentation. In the case that SCI has a preexisting fundraising relationship with the Real Estate Donor, specifically that the Real Estate Donor has previously been a direct donor to SCI, some information may be used to update SCI records.

To the extent any donations are processed through a third-party service provider, such as a title or escrow company, the Real Estate Donors' information will only be used by SCI for purposes necessary to process the donation and maintain communications with them to ensure proper documentation.

*Real Estate Partners* are defined as a nonprofit that is utilizing SCI's services in conjunction with SCI's Real Estate Donation program. Real Estate Partners who submit organizational information to SCI and/or any of our staff or directors, consent to the terms and conditions of this policy and to our processing and use of Personal Information for the purposes stated below.

All Real Estate Donors will be considered donors of the Real Estate Partners. Real Estate Donors will not be solicited for SCI fundraising and their information will not be shared with other organizations. Prior to accepting property for the Real Estate Donation program, all prospective donation information will be kept confidential, limited to SCI employees, SCI Board Members, and occasionally SCI Advisory Committee members who are serving in a due diligence capacity. For more information on confidentiality and privacy, please reference the Contribution Agreement established between Real Estate Partners and SCI.