



Privacy Statement

Approved Date: April 2023
Approved by: Board of Directors
Review Date: April 2025



Our Commitment to Privacy

Vancouver Foundation (the “Foundation”) is subject to the British Columbia *Personal Information Protection Act* (“PIPA”). The Foundation recognizes the value of its relationships with donors, potential donors, grant applicants and recipients, volunteers, and employees, and is committed to protecting their privacy. It is the Foundation’s goal to be transparent and accountable under the requirements of British Columbia’s privacy laws by implementing best practices with respect to the collection, use, disclosure, and security of personal information.

In addition, the Foundation requires our third-party service providers to demonstrate full compliance with our privacy obligations, principles, and processes outlined in this Statement.

This Privacy Statement (“Statement”) explains how the Foundation collects, uses, and discloses the personal and non-personal information you may provide, or that we may collect, while using the Foundation’s website at www.vancouverfoundation.ca (the “website”) and the services the Foundation provides.

Consent

By using the Foundation’s website or services, you consent to the use of your personal information as described in this Statement. Except as set out in this Statement, your personal information will not be collected or used for any other purpose without your consent. We will not actively collect personal information for the purpose of sale or marketing in a way that specifically identifies you. In other words, we don’t sell user data. Individuals may withdraw their consent at any time, by any means, with reasonable notice to the Foundation. Consent cannot be withdrawn retroactively.

Our website may contain links to other sites that are not operated by the Foundation. If you access a third-party link, please note that you are no longer covered by this Statement. We strongly advise you to review the privacy policy of every site you visit. The Foundation does not have any control over, and does not assume responsibility for, the privacy protection practices of any third-party sites or services.

Note that certain services can only be offered to you if you provide personal information to the Foundation and therefore the Foundation may not be able to provide you with those services if you choose not to provide the Foundation with personal information.

The Foundation makes every effort to host data in Canada but recognizes that may not always be possible. In the event that your data is transferred outside of Canada, it will be subject to the various laws of other jurisdictions.

Information Obtained Automatically

The Foundation does not collect information indiscriminately. The website automatically collects certain non-personal information regarding website users (such as the data and time you access the website, the Internet Protocol address of your computer or device you are using, the website from which you linked directly to our website, and the website pages read and the content accessed or downloaded). This non-personal information is used for system administration purposes such as analyzing trends, administering our website, tracking user movements, and gathering demographic information for internal use such as statistical analysis, website improvement, and improving user experience. Non-personal information may be disclosed to a third party and permanently archived for future use. If non-personal information is combined with personal information, then the non-personal information will be treated as personal information.

The website uses “cookies,” a technology that installs information on a website user’s computer to permit the website to recognize future visits using that computer. Cookies enhance the convenience of the website. For example, the information provided through cookies is used to recognize you as a previous user of the website, offer personalized content and information for your use, and otherwise facilitate your experience using the website. You may choose to refuse cookies by turning them off in their browser. If you do not accept cookies, you may not be able to use some of our services. If you do not instruct your browser to refuse all cookies or to indicate when a cookie is being sent, your consent to our use of the personal information may be implied.

The Foundation uses remarketing services to advertise on third party websites to you after you visit our website. We, and our third-party vendors, use cookies to inform, optimize, and serve ads based on your past visits to our websites. In certain circumstances, your implied consent to our access, use, and disclosure may be provided if you do not instruct your web browser to refuse all cookies, or to indicate when a cookie is sent, or if you do not opt out of other services.

Use of Personal Information

Collected personal information will only be used by authorized Foundation staff, to fulfill the purpose for which it was collected, or for specific purposes if directed by the individual from whom the personal information is being collected, or for a use consistent with the original purpose.

We may also use your personal information to contact you with newsletters, marketing, or promotional materials and other information that may be of interest to you. You may opt out of receiving any, or all, of these communications by following the unsubscribe link or the instructions provided in any email we send.

We may employ third-party companies and individuals to facilitate our services, to provide the service on our behalf, to perform service-related services or to assist us in analyzing how our service is used. These third parties have access to your personal information only to perform these tasks on behalf of the Foundation and are equally obligated not to disclose or use it for any other purpose.

Personal Information Disclosures

The Foundation treats personal information in our custody and/or control with the highest degree of confidentiality and only discloses it for the purpose for which it was collected, as required by law, or in specific circumstances with the consent of the relevant individual.

We have put in place contractual and other organizational safeguards with our staff to ensure a proper level of protection of your personal information.

The Foundation does not sell, share, or disclose your personal information to others for any type of mailing list. We will not disclose or transfer your personal information to third parties without your permission, except as specified in this Statement.

Your personal information may be available to the Canadian government or its agencies under a lawful order, irrespective of the safeguards we have put in place for its protection.

Security

The Foundation protects your personal information by making reasonable security arrangements against such risks as unauthorized access, collection, use, disclosure, or disposal. Security measures have been integrated into the design, implementation, and day-to-day operating

practices as part of the Foundation's commitment to the protection of the personal information we hold.

The Foundation retains your personal information for as long as required to fulfill the purposes for which it was collected or as may be required by law. When no longer required, your personal information will be destroyed, anonymized, or disposed of using secure methods.

The Foundation will store and process your personal information in secured locations. The personal information is stored and processed in Canada. However, the disclosure of your information in accordance with this Statement and applicable law may result in your personal information being transferred outside of Canada. Your use of the website and our services indicates your consent to your personal information being transferred outside of Canada and subject to the laws of these other jurisdictions.

Third parties are required to safeguard personal information entrusted to them in a manner consistent with the policies of the Foundation and are required to sign a confidentiality agreement as part of all contracts. Examples of third parties include mailing services and data analysis providers.

Access to Information

You are entitled to access your personal information that the Foundation has in its custody and control. To request a copy of your personal information, please submit a request to the Foundation's Privacy Officer at the contact information provided below. We will respond to all requests for information within 30 calendar days.

Inquiring, complaints, or access requests should be addressed to:

Privacy Officer
Vancouver Foundation
Suite 200, 475 West Georgia Street
Vancouver BC V6B 4M9
Email: privacy@vancouverfoundation.ca
Phone: 604-688-2204

Privacy Statement Changes

This Statement may change from time to time in the Foundation's sole discretion and without any prior notice or liability to you or any other person. The collection, use, and disclosure of your personal information will be governed by the version of this Statement in effect at that time. New versions of the Statement will be posted on the website and will be available upon request from the Foundation. Your continued use of the website subsequent to any changes to this Statement will signify your consent to the collection, use, and disclosure of your personal information in accordance with the changed Statement. Accordingly, when you use the website, you must check the date of this Statement and review any changes since the last version.