



GreenLight Fund Data Privacy Policy

July 15, 2026

1. Introduction

GreenLight Fund ("GreenLight," "we," "us," or "our") is a national nonprofit network committed to transforming the lives of children, youth, and families in high-poverty urban areas by identifying critical needs and bringing in innovative, entrepreneurial programs to address them.

We are committed to maintaining the privacy and security of the personal information entrusted to us by our **Donors, Investors, Website Visitors, Community Partners, Selection Advisory Council (SAC) members, Job Applicants, and other stakeholders**. This Privacy Policy outlines how we collect, use, protect, and disclose your information.

2. Information We Collect

We may collect personal information that falls into the following categories:

Category of Information	Source	Examples of Data Collected
Donor/Investor Information	Direct submission (online, mail, in-person), Public records (e.g., Form 990), Referrals and connections	Name, address, phone number, email address, payment information (processed by a third-party processor), donation history, professional affiliations, employer (for matching gifts), donor preferences (e.g., anonymity).
Website & Communications Data	Website visit, E-mail sign-up forms, Contact forms	Name, email address, IP address, device information, browser type, website usage data (e.g., pages visited, time on site, referring website), and tracking technologies data (Cookies).
Partnership & Community Data	Partner organizations, SAC meetings,	Name, affiliation/organization,

	Community conversations, Application forms	job title, professional contact information, and relevant background or biographical data.
Job Applicant/Volunteer Data	Application forms, Interviews, Onboarding	Resume, educational background, work history, references, and information related to employment or volunteer placement.
Call recording and transcription	Internal Meetings, External Meetings	We use the Zoom application for our meetings and transcriptions for learning purposes. Any recordings are secured and saved on our internal password protected filing system. These are retained and destroyed by following a schedule based on our Document Retention and Destruction Policy.

Note on Sensitive Data: We do not intentionally collect sensitive personal data (such as data related to race, ethnicity, political opinions, religion, health, or sexual orientation) unless it is voluntarily provided by you, or required for our mission-related work (e.g., assessing the impact of our programs on communities experiencing inequities), and we only do so with your explicit consent or as permitted by law.

3. How We Use Your Information

We use your personal information for the following purposes:

- **To Process Donations:** To accept and process donations, issue tax receipts, and acknowledge your generosity.
- **To Communicate:** To send you updates, newsletters, event invitations, fundraising appeals, and other information about our mission and impact.

- **To Manage Partnerships:** To facilitate our selection process, engage with our Selection Advisory Council (SAC) members, and coordinate with portfolio organizations and community partners.
- **For Analytics and Improvement:** To analyze website traffic, donor trends, and the effectiveness of our campaigns to improve our website, communications, and organizational strategy.
- **For Employment/Hiring:** To evaluate job or volunteer applications and manage employment relationships.
- **To Comply with Legal Obligations:** To meet legal, regulatory, and financial reporting requirements (e.g., IRS filings, legal audits).

4. Donor Privacy and Public Recognition

We deeply appreciate the generosity of our donors and respect their preferences regarding recognition.

- **Donor List Sharing:** We do not sell, rent, or trade our donor lists to third-party organizations. We may occasionally share donor names for GreenLight Fund's direct purposes, such as acknowledging sponsors at an event.
- **Anonymity:** We respect the wishes of any donor who requests to remain anonymous or wishes to have their name excluded from any publicly distributed list. Please contact us at the address in Section 11 to communicate your preference.

5. Sharing Your Information with Third Parties

We may share your personal information with third parties only in the following limited circumstances:

- **Service Providers:** We engage third-party companies and individuals to perform services on our behalf (e.g., payment processing, email delivery, website hosting, database management, legal counsel, tax services, and others). We also make use of AI services provided by third-party providers, including large language model providers, and others that integrate AI into the services they provide to us. These providers are contractually obligated to protect your data and are prohibited from using it for any purpose other than to perform the services we've hired them for.
- **Legal Requirements:** We will disclose your information when required to do so by law, court order, or subpoena, or if we believe in good faith that such

action is necessary to comply with a legal obligation, protect our rights or property, or ensure the safety of our users, staff or the public.

- **Business Transfers:** If GreenLight Fund were to merge with or be acquired by another non-profit organization, your information may be transferred as part of that transaction.

6. Data Security

We implement technical and organizational measures to protect your personal data from unauthorized access, disclosure, alteration, or destruction. These measures include:

- Using secure, encrypted connections (SSL/TLS) for data transmission.
- Restricting access to your personal data to authorized personnel who need the information to perform their duties.
- Using reputable, third-party services for payment processing that commit to comply with industry security standards (e.g., PCI DSS).

However, please remember that no method of transmission over the Internet or method of electronic storage is 100% secure.

7. Your Privacy Rights

We offer the following rights where required by applicable law based on where you reside:

- **Information** about how we have collected and used personal information. We have made this information available to you without having to request it by including it in this Privacy Policy.
- **Access** to a copy of the personal information that we have collected about you. Where applicable, we will provide the information in a portable, machine-readable, readily usable format.
- **Correction** of personal information that is inaccurate or out of date.
- **Deletion** of personal information that we no longer need for lawful purposes.
- **Withdraw consent** to processing personal information that we no longer need for a lawful purpose.

We do not sell personal information or share personal information for targeted advertising purposes.

Exercising Your Rights

To exercise any of these rights, please contact us using the contact information in Section 11. We will verify your request using information associated with your account, including email address, or, if necessary, government-issued identification. You may also authorize an agent to make a request on your behalf. In some instances, your rights may be limited, such as where fulfilling your request would impair the rights of others, our ability to provide a service you have requested, or our ability to comply with our legal obligations and enforce our legal rights. If you are not satisfied with how we address your request, you may appeal our response by contacting us as provided in Section 11 below.

8. Children

Our website is not intended for use by children. If you are a parent or guardian of a child from whom you believe we have collected personal information in a manner prohibited by law, please contact us. If we learn that we have collected personal information through the website from a child without the consent of the child's parent or guardian as required by law, we will comply with applicable legal requirements to delete the information.

9. Data Retention

We retain your personal data only for as long as necessary to fulfill the purposes for which it was collected, including for the purposes of satisfying any legal, accounting, or reporting requirements.

- To determine the appropriate retention period, we consider the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorized use or disclosure, the purposes for which we process your personal data, and applicable legal requirements.
 - For example, consistent with tax and recordkeeping requirements we generally retain basic information about our donors (including contact, identity, financial, and transaction data) for seven years after they cease being donors.

10. Cookies and Tracking Technologies

Our website uses "cookies" and similar tracking technologies to enhance your experience, analyze site usage, and support our communication efforts. These technologies include:

- **Cookies**, which are small text files that websites store on user devices and that allow web servers to record users' web browsing activities and remember their submissions, preferences and login status as they navigate a site. Cookies used on our sites include both "session cookies" that are deleted when a session ends, "persistent cookies" that remain longer, "first party" cookies that we place and "third party" cookies that our third party business partners and service providers place.
- **Web beacons**, also known as pixel tags or clear GIFs, which are clear images placed in web content or HTML emails to record when a user visits a web page or views an email.
- **Local storage technologies**, like HTML5 and Flash, that provide cookie-equivalent functionality but can store larger amounts of data on your device outside of your browser in connection with specific applications.

These technologies are used for: **Technical operation** (to allow the technical operation of the website and remember your preferences); **Functionality** (to provide enhanced functionality and personalization); **Analytics** (to help us understand user activity on the website).

Do Not Track. Some Internet browsers may be configured to send "Do Not Track" signals to the online services that you visit. We currently do not respond to "Do Not Track" signals. To find out more about "Do Not Track," please visit <http://www.allaboutdnt.com>.

How to manage cookies: Most web browsers are set to accept cookies by default. You can instruct your browser to refuse all cookies or to indicate when a cookie is being sent. However, if you disable cookies, some parts of our website may not function properly.

11. Contact Us

If you have questions about this Privacy Policy or wish to exercise your privacy rights, please contact us:

GreenLight Fund

- **Attention:** Finance and Operations
- **Mailing Address:** 50 Milk St., 16th Floor, Boston MA 02109
- **Email:** tech@greenlightfund.org
- **Phone:** 617.912.8983

12. Changes to This Policy

We may update this Privacy Policy from time to time to reflect changes in our practices or applicable law. When we make changes, we will revise the "Effective Date" at the top of the policy. We encourage you to review this page periodically to stay informed about how we are protecting your information. We will actively notify you of any material changes where required by applicable law.