

Youth On Their Own Privacy Policy

This Privacy Policy applies to donors, supporters, volunteers, event attendees, and other individuals who interact with Youth On Their Own (YOTO), both online and offline.

Youth On Their Own (YOTO) is committed to respecting the privacy of its supporters and donors. The types of personal information that it collects and maintains are as follows:

- Contact information, including name, address, telephone number, and email address
- Giving information / gift history
- Information on events attended, publications received, and special requests for program information
- Information provided by the donor in the form of comments and suggestions

YOTO uses donors' information to understand their interests in its mission and to update them on the organization's plans and activities. The organization only collects information that the donor knowingly provides, with the exception of limited information collected automatically through standard website technologies. YOTO only uses donor-provided information for the purpose for which it was provided. Donor information is restricted and is only shared with staff, board members, volunteers and consultants based on what is minimally required to perform their assigned duties. YOTO retains personal information only for as long as necessary to fulfill the purposes for which it was collected, or as required by law.

YOTO also uses technologies such as cookies and pixel tags to automatically aggregate and store certain types of information whenever supporters interact with yoto.org, including IP addresses, browser types, device, mobile carrier, country, visit duration, browsing history, and other such information. This information does not identify individuals, but helps us improve our site and services.

Donor Privacy

YOTO does not share donor information with any third party unless permission has been granted by the donor. YOTO never sells, rents, or leases donor information to other organizations. Staff and board members involved in fundraising are often privy to personal information about a donor's giving history, family, wealth, and assets. It is vital that this information be kept confidential.

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, YOTO put in place appropriate physical, electronic, and managerial procedures to safeguard and secure the information collected physically and online. When YOTO transfers and receives certain types of sensitive information such as online donations and account information, it directs visitors to a secure server, which communicates via Secure Sockets Layer (SSL) encryption and which has been designed to

reduce the possibility of interception and hacking. To the extent any donations are processed through a third-party service provider, donor information is only used for purposes necessary to process the donation.

Image and Likeness Consent

YOTO may use the photo, video, and/or voice of YOTO donors and supporters for promotional, commercial, or educational purposes. Consent is gathered in this manner:

- **Photographic Release:** All YOTO volunteers with regular weekly shifts and those who participate in large-scale community service events hosted by YOTO are required to sign a Photographic Release which grants YOTO use of any and all photographic images, video, and audio recordings made by YOTO during the volunteer's activities with YOTO. This signed agreement is kept on file by YOTO's Operations Department.
- **Verbal Consent:** For small group volunteer projects, donor check presentations, board meetings, donor meetings/tours, and other such gatherings during which photo or video footage is collected, YOTO staff request and receive verbal consent from the guest parties before posting photos/video to social media, the YOTO website, or using images in printed collateral.
- **Public Notice:** For large-scale fundraising events, such as YOTO's Spring Lunch, where it would not be feasible to collect written or verbal content from each guest, YOTO will post public signage informing guests that photos and video are being collected and may be shared by YOTO after the event.

Individuals who do not wish to be photographed or recorded may notify YOTO. YOTO will never use the photo or video of program participants under the age of 18. YOTO program participants who are 18 and older can consent to the use of their photo, video, written quote/testimonial, and other media by YOTO for promotional purposes.

Opt-Out Provision

Donors have a right to opt out of solicitation communications from YOTO. Every solicitation communication contains instructions for opting out of future solicitations. Donors may email development@yoto.org or call 520-293-1136 to find out what personal information the organization has on file about them, to request to be removed from a YOTO contact list, and/or to update their personal information. Individuals may also click the "Unsubscribe" link found at the bottom of every YOTO e-blast.