# Grantmaker Solutions Privacy Policy

## Our Commitment to Your Privacy

At Grantmaker Solutions, we understand the importance of privacy and confidentiality in the philanthropic sector. This policy explains how we collect, use, and protect your information when you engage with our services. We have designed this policy to be straightforward and transparent, reflecting our commitment to building trusted relationships with foundations and their teams.

## Information We Collect

### When You Contact Us

* Your name, title, and foundation affiliation
* Contact information (email address, phone number)
* Information about your foundation's grantmaking needs
* Any details you choose to share about your foundation's mission, processes, or challenges

### When You Engage Our Services

* Foundation details necessary to provide our services
* Information about your current grantmaking processes
* Grant application details and reviewer feedback (when applicable)
* System preferences and requirements for custom solutions

### Website and Analytics

* Basic usage data when you visit our website
* Information provided through contact forms
* Cookie data that helps us improve your browsing experience

## How We Use Your Information

### To Provide and Improve Our Services

* Delivering the grantmaking support services you've requested
* Tailoring our approach to meet your foundation's specific needs
* Matching appropriate reviewers to your grant applications
* Developing customized forms and evaluation systems

### For Communication

* Responding to your inquiries
* Sharing relevant resources and insights
* Providing service updates and important notices
* Scheduling consultations and project meetings

### For Business Operations

* Understanding client needs to improve our offerings
* Maintaining accurate business records
* Analyzing service effectiveness
* Staff training and quality assurance

## Our Information Protection Practices

### Confidentiality Safeguards

We implement strict confidentiality measures to protect sensitive foundation and grantmaking information. All staff and affiliated reviewers sign comprehensive confidentiality agreements.

### Data Security

We employ industry-standard security measures to protect your information, including:

* Encrypted data storage and transmission
* Secure access controls
* Regular security assessments
* Defined data retention policies

While we implement these comprehensive security measures, Grantmaker Solutions cannot be held liable for unauthorized access, data breaches, or damages resulting from sophisticated cyber attacks or security incidents beyond our reasonable control despite our diligent security efforts.

### Limited Information Sharing

We do not sell, rent, or trade your personal information. We share information only:

* With team members directly involved in providing your services
* With reviewers (when applicable and with your prior knowledge)
* When required by law
* With your explicit permission

## Your Privacy Choices

You maintain control over your information through the following rights:

* **Access:** Request a copy of information we hold about you
* **Correction:** Update inaccurate or incomplete information
* **Deletion:** Request removal of your information when permitted
* **Restriction:** Limit how we use your information in certain circumstances
* **Withdrawal:** Revoke permission for discretionary processing activities

To exercise these rights, please contact us at [privacy@grantmakersolutions.com].

## Special Considerations for Foundation Data

We understand that foundations entrust us with sensitive information about their grantmaking processes, applicants, and decision-making. We maintain the highest standards of discretion and apply enhanced protections to this information.

## Changes to This Policy

We may update this policy to reflect new services, technologies, or legal requirements. We will notify you of significant changes through our website or direct communication, and we welcome your questions about our evolving privacy practices.

## Contact Us About Privacy

If you have questions, concerns, or requests regarding your privacy or this policy, please contact:

Privacy Officer
Grantmaker Solutions

Email: connect@grantmakersolutions.com

Phone: 515.236.6829

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