

Footprints Family Foundation, Inc.

TERMS & CONDITIONS, PRIVACY, AND REFUND POLICY

Our Privacy Policy should be read together with our **Terms & Conditions**, which govern the use of our website and services. Your use of this website is also governed by our **Privacy Policy** and **Cookies Notice**, which describe how we collect, use, and protect personal information.

Child & Family Confidentiality Statement

Footprints Family Foundation is committed to protecting the privacy, dignity, and confidentiality of all children and families participating in our programs.

We collect and use family and child information solely for the purpose of:

- Determining program eligibility
- Administering services and supports
- Ensuring the health, safety, and well-being of enrolled children
- Meeting legal, regulatory, and funding requirements

All personal information is handled with care and shared only with authorized personnel or partners when necessary for program operations, safety, or compliance.

We do not publicly identify participating families or children, and we do not use family or child information for marketing or promotional purposes without explicit written consent.

Parents and legal guardians have the right to:

- Access their family's information
- Request corrections to inaccurate information
- Ask questions about how information is used or shared

Confidential information is protected in accordance with applicable state and federal laws and organizational policies.

Donor Privacy

Donor Privacy Commitment

Footprints Family Foundation respects the privacy and intent of our donors.

We commit to the following principles:

- Donor information is used only to process contributions, issue acknowledgments, and fulfill our charitable mission.
- We do not sell, rent, trade, or share donor names, contact information, or giving history with third parties for marketing or solicitation purposes.
- Donor information is shared only when required by law (such as IRS reporting) or for audit and compliance purposes.
- Donors may request anonymity or limitations on public recognition, subject to legal requirements.

Your generosity is treated with respect, discretion, and gratitude.

Your Rights

Your Privacy Rights

You have the right to:

- Know what personal information we collect and why
- Ask to see or update your information
- Ask how your information is used or shared
- Request corrections to inaccurate information
- Ask questions or raise concerns about privacy

Children's information is collected only with parent or legal guardian consent and is handled with extra care.

To exercise your rights or ask questions, contact us at:

Service@BerkshiresChildcare.org

Cookies Notice

Effective Date: 01/01/2025 January 1st 2025 to Present.

This website is operated by **Footprints Family Foundation** (“we,” “us,” or “our”).

What Are Cookies?

Cookies are small text files placed on your device when you visit a website. They help websites function properly and provide information about how visitors interact with the site.

How We Use Cookies

Our website may use cookies and similar technologies to:

- Ensure the website functions correctly
- Improve user experience
- Understand how visitors use our site
- Maintain website security

We use only **limited, essential cookies** and basic analytics tools. Cookies are **not used to track you for advertising or marketing purposes**.

Third-Party Cookies

Some features on our website (such as donation forms, embedded content, or analytics tools) may be provided by trusted third-party services. These providers may use cookies in accordance with their own privacy policies.

We do not control third-party cookies.

Managing Cookies

You can control or disable cookies through your browser settings at any time. Please note that disabling cookies may affect certain website features.

Terms & Conditions

Effective Date: 01/01/2025 January 1st 2025 to Present.

Welcome to the website of **Footprints Family Foundation** (“we,” “us,” or “our”). By accessing or using this website, you agree to the following Terms & Conditions.

If you do not agree, please do not use this website.

Use of Website

This website is provided for informational, charitable, and educational purposes only. You agree to use the site lawfully and respectfully and not to engage in any activity that may harm the site or its users.

No Professional Advice

Content on this website is provided for general informational purposes and does not constitute legal, financial, medical, or professional advice. You should consult appropriate professionals regarding your specific situation.

Donations

All donations made through this website are voluntary and non-refundable unless otherwise required by law. Donations are used to further our charitable mission.

Tax deductibility of donations depends on applicable law and donor circumstances.

Applications and Program Participation

Submission of an application or inquiry does not guarantee program acceptance or funding. Program participation is subject to eligibility requirements, availability of funds, and organizational policies.

Intellectual Property

All content on this website, including text, logos, graphics, images, and materials, is the property of **Footprints Family Foundation** unless otherwise noted. Content may not be copied, used, reproduced, or distributed without prior written permission.

Third-Party Links

This website may contain links to external websites. We are not responsible for the content, policies, or practices of third-party sites.

Limitation of Liability

To the fullest extent permitted by law, **Footprints Family Foundation** is not liable for any damages arising from the use or inability to use this website.

Privacy

Your use of this website is also governed by our **Privacy Policy**, which is incorporated by reference.

Changes to These Terms

We may update these Terms & Conditions at any time. Changes will be posted on this page with an updated effective date.

Governing Law

These Terms & Conditions are governed by the laws of the Commonwealth of Massachusetts.

Privacy Policy

Effective Date: 01/01/2025 January 1st 2025 to Present.

Footprints Family Foundation (“we,” “us,” or “our”) is committed to protecting the privacy, dignity, and personal information of all individuals who interact with our website, programs, and services. This Privacy Policy explains what information we collect, how we collect it, why we collect it, how it is used and shared, and the rights available to you under applicable privacy laws.

1. Information We Collect and How We Collect It

We collect information in the following ways:

A. Information You Voluntarily Provide

When you interact with our website or programs, you may voluntarily provide personal information, including:

- Name
- Email address
- Phone number
- Mailing address
- Application or eligibility information
- Donation or payment-related information
- Provider, volunteer, or partner details

This information is collected through:

- Website contact forms
 - Program or funding applications
 - Donation pages
 - Email or written correspondence
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B. Automatically Collected Information

When you visit our website, we may automatically collect limited technical information, including:

- IP address

- Browser type and device information
- Pages viewed and time spent on the site
- Referring website or link

This information is collected through cookies or similar technologies and is used only for website functionality, security, and basic analytics.

2. Why We Collect This Information

We collect personal information only when reasonably necessary to:

- Operate and administer our charitable programs
- Determine eligibility for services or assistance
- Communicate with families, providers, donors, and partners
- Process donations and maintain financial records
- Meet legal, regulatory, audit, and grant requirements
- Improve website functionality and user experience
- Ensure program safety, integrity, and accountability

We do **not** collect information for commercial or advertising purposes.

3. How We Use and Share Information

Use of Information

Personal information is used solely to further our nonprofit mission and operations.

Sharing of Information

We may share information only:

- With trusted service providers who assist with operations (e.g., payment processors or technology platforms), under confidentiality obligations
- When required by law, regulation, subpoena, or court order
- To protect the safety, rights, or property of program participants or the organization
- With funders or auditors in **aggregate or de-identified form whenever possible**

We **do not sell, rent, or trade personal information**, including donor or family data.

4. Children's and Minors' Privacy

We recognize the heightened sensitivity of children's personal information.

- Information about children is collected **only with parent or legal guardian consent**
- Child data is used solely for program administration, safety, and compliance purposes
- We do not knowingly collect personal information from children through the website without parental consent
- Children's information is never used for marketing or public identification

Access to minors' data is strictly limited to authorized personnel.

5. Your Rights and Choices

Depending on applicable law and your relationship to the organization, you may have the right to:

- Request access to your personal information
- Request correction of inaccurate or outdated information
- Withdraw consent where applicable
- Ask how your information is used or shared
- Request deletion of information, subject to legal or operational requirements

Requests must be submitted in writing and may be subject to identity verification and lawful limitations.

6. Data Security Practices

We maintain reasonable administrative, technical, and physical safeguards designed to protect personal information, including:

- Secure electronic storage

- Access controls and password protections
- Limited staff and board access
- Confidentiality obligations

We comply with **Massachusetts data security regulations (201 CMR 17.00)**.

7. Data Retention

We retain personal information only for as long as necessary to:

- Fulfill program purposes
- Comply with legal, tax, grant, and audit obligations
- Maintain accurate nonprofit records

When information is no longer required, it is securely destroyed or anonymized.

8. Cookies and Tracking Technologies

Our website may use cookies to:

- Ensure proper website functionality
- Improve user experience
- Maintain security
- Collect limited analytics data

Cookies are **not used for advertising or behavioral tracking**. You may control cookie settings through your browser preferences.

9. Third-Party Services and Links

Our website may include links to third-party websites or use third-party services (such as donation processors). We are not responsible for the privacy practices or content of external sites.

10. Changes to This Policy

We may update this Privacy Policy from time to time to reflect legal, operational, or technological changes. Updates will be posted on this page with a revised effective date.

COPPA-Compliant Children's Privacy Addendum

Enhanced Protections for Children's Information

Although **Footprints Family Foundation** is not primarily directed at children online, we voluntarily apply enhanced protections consistent with the principles of the Children's Online Privacy Protection Act (COPPA).

Accordingly:

- We do not knowingly collect personal information from children under the age of 13 through our website without verifiable parental or legal guardian consent.
- Any information relating to children is collected directly from parents or legal guardians and only for legitimate program, safety, or compliance purposes.
- Children are not permitted to submit personal information through the website independently.
- We do not use children's information for advertising, profiling, or marketing purposes.
- Parents or legal guardians may request access to, correction of, or deletion of their child's personal information, subject to legal and operational requirements.

If we become aware that personal information has been collected from a child without appropriate consent, we will take reasonable steps to promptly delete such information.

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