**Privacy Policy**

The Cupertino Educational Endowment Foundation (“CEEF,” “we,” “our,” or “us”) is committed to protecting the privacy and security of all donors, sponsors, volunteers and constituents, including visitors to our website (including ceefcares.org, any of its related or affiliated websites, mobile sites and related applications) (collectively, the “Site”). This Privacy Policy, along with our [Terms and Conditions](https://muir.ceefcares.org/terms/%22%3ETerms%20%26amp;%20Conditions), applies to all users of CEEF’s Site, including embeddable content that we may make available for use on other websites or digital platforms, other than third party content, as discussed in Third Party Links, Websites and Services, below.

* We only collect your personal information when you voluntarily provide it on the CEEF Site.
* We do not sell, share or exchange your personal information with non-affiliated third parties.
* We only use cookies on our website to collect aggregated website usage data and to improve our services and your user experience.
* For more detailed information about our privacy practices, please read our complete privacy policy below.

Information We Collect

We collect only information that is reasonably necessary to facilitate and optimize the Site and the activities available on them.

**Information You Provide to Us Voluntarily**

You may be asked to provide some personally identifiably information to participate in some activities on the Site. If you do not want this information to be collected or used by us, you can choose not to submit your information. However, this may prevent your participation in these activities. This may include, but are not limited to:

* Making a donation or purchase. We will ask you to provide the necessary information to process and service your donation or sponsorship. This may include, but is not limited to, your name, billing and mailing address, telephone number, e-mail address, and payment information. This information is encrypted for your security. This data is stored and processed by a third-party service provider (currently Stripe).
* Becoming a volunteer. We will ask you to provide the necessary information to sign up to become a volunteer for CEEF. This may include, but is not limited to, your name, mailing address, e-mail address, and phone number. We use this information to contact you regarding volunteer opportunities and information.
* Subscribing to a newsletter. You may receive optional newsletter communications from CEEF by signing up on the Site, at events, entering contests, or becoming a donor, sponsor or volunteer. If you opted to receive a particular newsletter, you may always unsubscribe later if you decide not to receive further mailings from us. Your e-mail address and associated data is stored and processed by third-party service providers.

**Information We Collect Automatically**

When you use the CEEF Site, we may also collect and store certain non-personally identifiable information automatically through the website’s standard server logs. This information helps us personalize and maximize the online experience you and other visitors have with the Site. This allows us to measure analytics, manage, and improve the services available on the Site. This information does not identify you personally and may include but is not limited to: date and time of visit, IP address, browser type, operating system time, the referring Site, type of device you used, and a general geographic area from which you’re accessing it from.

* Cookies and web beacons. In order to provide optimal services and convenience we may use common Site tracking technologies, including cookies, pixels, and tags. These are temporary bits of code placed in your web browser that allows CEEF to track how you use the Site and facilitates communication when you browse the Site and store your preferences. No personal information is ever stored in a CEEF cookie, even if you have entered your name or email address on other parts of the Site. You can set your browser to detect some cookies, to stop accepting cookies, or to prompt you before accepting a cookie. To learn more about browser cookies, including how to manage or delete them, look in the Tools, Help, or similar section of your web browser, or visit [allaboutcookies.org](http://www.allaboutcookies.org/). By using our Site, you agree to the use of these tracking technologies.
* Do Not Track (DNT) signals. Some web browsers may transmit Do Not Track (DNT) signals to the websites with which the user communicates. Because of differences in how web browsers incorporate and activate this feature, it is not always clear whether users intend for these signals to be transmitted, or whether they even are aware of them. We currently do not change our tracking practices in response to DNT settings in your web browser, and we do not obligate our third party partners to change their tracking practices in response to DNT settings in your web browser.
* Third party tracking. We do not serve targeted advertising; however, when you use the Internet, unaffiliated parties such as ad networks, web analytics companies, and social networking platforms may collect information about your online activities over time and across our and other websites. This information may be used to provide advertisements for products and services that may interest you, and those companies may use cookies, clear GIFs, and other tracking technologies. We do not track your activity across different websites or online services.

How we use your information

CEEF does not sell, share or exchange personal information of donors, sponsors, volunteers or visitors to the Site under any circumstances, without prior consent except as compelled by law or provided in this Privacy Policy. Except as expressly set forth in our policies, we will not willfully disclose your personally identifiable information to any third party without first receiving your permission. We will never sell, share or exchange your personally identifiable information with non-affiliated third parties for their own purposes.

We may use and disclose your personal information and public information available on our site as described above and as follows:

* To operate our Site and provide our services to you or to fulfill any other purposes for which you provide the information;
* To respond to your requests or questions or notify you about changes to the Site;
* To allow our third parties to provide Site features and to perform services on our behalf, for example, with our fulfillment and service vendors, referral tracking services, payment processors, and site analytics tools such as Google Analytics;
* To investigate a suspected violation of our Terms and Conditions, suspected fraud, or other unlawful activity;
* As we believe may be required by law or by a court order;
* With any successor to all or part of our business or as part of a transaction in the event of a merger, acquisition, divestiture, change of control, or liquidation of CEEF or part of its business (or in anticipation of such an event);
* With your consent or as we may describe to you when you provide the information; and
* As permissible under applicable laws and regulations.

Information we share with third parties

In some circumstances, we may share information we collect from you with authorized third-party service providers to help us fulfill requests and perform various functions necessary to provide and improve the Site, live content feeds, e-mailing, donorship and volunteer processing.

Third Party LINKS, WEBSites and Services

This Site may contain links to other sites. CEEF is not responsible for the privacy practices or the content of Sites linked from CEEF’s Site, nor does linking to other websites indicate any endorsements of the site or the products or information provided on such sites. By clicking on a third party link, you may leave the CEEF Site. Privacy and security policies may differ from those practiced by CEEF.

You may also access third-party content through the Site and navigate to third-party websites. Whether the third-party content appears within our Site (such as in an embedded video player), or you leave our Site to view content on another website, the third party is in control of and independently produces, maintains, and monitors the content. You are subject to the third party’s terms of use and privacy policies. We do not accept any responsibility or liability for the privacy practices of third parties.

FINANCIAL donations, sponsorships and Purchases

When you make donations, provide sponsorships and/or purchase products through our Site, we may ask you to provide us with certain information, including your contact details (such as your name, address, telephone and email), and your billing information (such as your credit card number and the date that your card expires).

We will use the information you provide us to process your transaction and to contact you regarding your donation, sponsorship or purchase, if necessary. We will share this information with our service providers to the extent necessary to facilitate your purchase (for purposes such as customer service, verification, fulfillment and billing purposes). We will not sell, share or exchange your personal billing information to any third party. We may share non-financial information with our service providers in accordance with this Privacy Policy.

CEEF uses third party payment processors to assist us in securely processing your personally identifiable payment information. Such third-party processors’ use of your personal information is governed by their respective privacy policies which may or may not contain privacy protections as protective as the CEEF Privacy Notice. Payments are currently processed and managed using the third-party vendor, Stripe. Stripe’s privacy policy may be found [here](https://stripe.com/us/privacy). If you use PayPal, Amazon, Apple Pay, or a similar service, you will be subject to their terms of service and privacy policies, so we encourage you to review those policies carefully.

If you choose to donate through a participating School Non-Profit organization Site page, your name and the donation amount will be shared with the participating School Non-Profit organization.

The School Non-Profit organization may also request for you to voluntarily provide information regarding parental/guardian name(s), student name(s), grade, and classroom, and/or the teacher name.

Privacy of Children

We are pleased when youth visit our Site to learn more about CEEF and any participating School Non-Profit organization to learn more about the programs and activities offered at their school. However, our Site is not intended for children under 13 in any capacity or for children under 18 without the consent of a parent or guardian. We do not knowingly collect or solicit information from anyone under the age of 13.

If we discover that we have collected any personal information from a child under the age of 13 without parental or guardianship consent, we will remove that information as soon as possible. If a parent or guardian becomes aware that their child (who is under the age of 13) has provided information without parental or guardianship consent, please contact us via email at director@ceefcares.org.

Upon your request, we will delete such information from the Site and files within a reasonable time period. These practices are in place to ensure child privacy and safety, and in compliance with prevailing federal laws.

CONSENT AND Geographic Restrictions

CEEF is based in the State of California in the United States. The Site is directed at persons located in the United States, and we provide the Site for use only by persons residing in the United States. Access to the Site is not intended for use by persons located outside of the United States. By using the Site, you affirm that you reside in the United States, and you consent to the collection, storage, processing, and transfer of your information in and to the United States, pursuant to the laws of the United States, and the State of California. CEEF does not knowingly collect, use, or disclose information of European Union residents.

Social Networks

When you use the social networking features on our Site, you may be asked to log in to a social network using your social network credentials (for example, your Facebook user ID). In addition, when you use one of the social networks sharing tools available on our Site, the social network operating the tool may collect information about you based on such use. The social network’s use of the information will be subject to its own privacy policy, which may be different than ours.

COMMITMENT TO DATA Security; storage of information

CEEF takes precautions to host and maintain a secure website and to safeguard data from unauthorized use. We undertake a range of security practices, including measures to help restrict web access to or inappropriate use of sensitive data.

CEEF stores your information using reasonable security precautions and for only as long as we think reasonably necessary. We will retain user information for as long as needed to provide our services, comply with our contractual or legal obligations, audit requirements, resolve disputes, and prevent abuse. We also retain deidentified, aggregate information about activity related to projects submitted and funded on our Site, to understand and gain insights into how schools are being supported through our Site.

We make every effort to ensure that all of the transactions that occur on the Site are secure. Payment information is submitted using industry standards for information security. Personal information that you submit with your donation or sponsorship is also encrypted. However, the internet is not a 100% secure environment, and we cannot guarantee absolute security of the transmission or storage of your information. It may be possible for third parties to unlawfully intercept transmissions.

We protect our database by means of various technical and procedural measures, and we restrict access to your information by unauthorized persons. We share your donor information only with the participating School Non-profit organizations for which you make a donation or purchase. These School Non-profit organizations are required to comply with confidentiality requirements and use any optional personal information you supply (e.g., Student Name, Grade, Classroom, Teacher) in the same manner as if you provided this same information on one of their paper forms, for membership purposes only.

How You Can Access and Adjust Your Information

You have the right to request access to the personal information that we record about you. You also have the right to request corrections, amendments, and deletions of any of your personal information in our possession, including information you may have provided to us as part of a project submission. To make these changes or cancel your account, please contact us via email at director@ceefcares.org.

Anti-Spam Policy and Your Opt-Out Rights

We are committed to permission-based communication and preventing the spread of spam or other forms of unsolicited emails. If you have received an email in error, you may unsubscribe at any time through links provided in our emails or remove your information from our database by requesting to unsubscribe at director@ceefcares.org.

RIGHTS OF CALIFORNIA RESIDENTS

If you live in California, the following additional rights apply to you.

**Right to Know**

You may have the right to request, up to twice in a 12-month period, to see the following information about the personal information we have collected about you during the past 12 months:

* The categories and specific pieces of personal information we have collected about you;
* The categories of sources from which we collected the personal information;
* The business or commercial purpose for which we collected the personal information;
* The categories of third parties with whom we shared the personal information; and
* The categories of personal information about you that we disclosed for a business purpose, and the categories of third parties to whom we disclosed that information for a business purpose.

To request the specific pieces of personal information we have collected about you, see “How to Exercise Your Rights” below. You may find all of the other information listed above in this Privacy Policy.

California law gives you the right to ask if we disclose your personal information to third parties for *their* direct marketing purposes (we do not disclose your personal information for others’ direct marketing purposes). It also gives you the right to ask if we sell your personal information to third parties (we do not sell your personal information and have not done so in the past), and if we did (which we don’t), you’d have the right to opt out of such sales.

**Right of Deletion**

You have the right to ask us to delete the personal information we have collected from you (subject to exceptions the law provides). Please note that you may no longer be able to use our Site if you delete your personal information.

**Right of Non-Discrimination**

You have the right to not be discriminated against if you exercise these privacy rights. We will not discriminate against you, deny, charge different prices for, or provide a different quality of goods or services if you choose to exercise these rights.

**How to Exercise Your Rights**

If you live in California and would like to send us a request to exercise one of your above rights, you may contact us as specified in the “Contact Us” section of this Privacy Policy.

To help protect your privacy and maintain security, we take steps to verify your identity before granting you access to your personal information or complying with your request.

You may designate an authorized agent to make a request on your behalf as permitted under law, though before we process that request, we will require that you provide the authorized agent written permission to do so and verify your identity directly with us.

To the extent permitted by applicable law, we may charge a reasonable fee to comply with your request.

Changes to this policy

By using the Site, you agree to the terms and conditions of this Privacy Policy. If you do not agree, please do not use the Site. We review our privacy practices from time to time, and we reserve the right, in our sole discretion, to change, modify, add, or remove portions of this policy at any time. Please check this page periodically for any changes. Any change will be effective immediately upon posting on our Site and by changing the effective date below. Your continued use of the Site following any changes to these terms shall signify your acceptance of those changes.

Contact us

We are always happy to hear from you with your questions or comments. If you have any questions about our Privacy Policy or requests about the status and correctness of data you have provided to CEEF, please email director@ceefcares.org.

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