# New Roots, Inc. Donor Privacy Policy

* [Home](https://newroots.org/)
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New Roots, Inc. is committed to respecting the privacy of our donors.

**Information Collected**

Here are the types of donor information that we collect and maintain:

· Contact information: name, organization/company, complete address, phone number, email address

· Donation information: amounts donated, date of donation(s), date of deposit of donation and the method of donation

· Information concerning hours you have volunteered

· Your requests and comments

**How Information is Used**

New Roots, Inc. uses your data to maintain records of donations, send acknowledgements, mail year-end tax statements to you, send newsletters, notices and personal donation requests via email and/or snail mail.

We do NOT list individuals’ names in ANY of our publications unless requested to do so. Corporate and Foundation sponsors are listed on our event programs and our website.

Credit card numbers are NOT retained once processed. Donations over 2% of our entire budget must be reported on IRS Form 990, Schedule B.

**Data Security**

New Roots uses Little Green Light (LGL) to process donations via an online form. LGL is accessed through SSL-encrypted connections—the same level of security used by online banks. This type of connection establishes the authentication of the web site and the web server, which protects against man-in-the-middle attacks. Additionally, it provides encryption on both sides of the communications to protect against eavesdropping and tampering with or forging the contents of your transmission. Internal access to Little Green Light servers and customer data is strictly controlled.

LGLs servers are protected by firewalls, and all communications between servers and data centers are encrypted. They use the same host server as the Secret Service and the Federal Bureau of Investigation (FBI).

No Sharing of Personal Information. New Roots, Inc. will not sell, rent, trade or transfer your personal information to outside organizations. Use of donor information will be limited to the internal purposes of New Roots, Inc. and only to further the mission of New Roots, Inc.

Please click [here](https://drive.google.com/file/d/1GEt5HOi_YiOXTpFAnvpgvemIPJEIE-yQ/view?usp=sharing) for a copy of New Roots 2017 990.

Please call Karyn Moskowitz, Executive Director of New Roots, Inc., at 502-509-6770, Ext.703, email Karyn.moskowitz@newroots.org, or write to us at 1800 Portland Avenue, Louisville, Kentucky 40203 if you have any questions or concerns.