

BOSTON CATHOLIC DEVELOPMENT SERVICES, INC. PRIVACY POLICY

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Our Policy:

This Privacy Policy describes how Boston Catholic Development Services, Inc. (herein collectively referred to as the "BCDS," "we," "us" and/or "our") treats personal information we collect about you offline and through our websites and platforms, including Donum (the "Platform").

Personal Data:

We collect and receive personal information from a variety of sources and in a variety of ways, including those listed below. The term "Personal Data" as used in this Privacy Policy refers to any information relating to an identified or identifiable natural person; an identifiable person is one who can be identified, directly or indirectly, in particular by reference to an identification number or to one or more factors specific to his/her physical, physiological, mental, economic, cultural, or social identity.

Personal Data does not include data from which you can no longer be identified, such as anonymized aggregate data.

Information We Collect:

When you interact with us through the Platform, we may collect Personal Data and other information from you, as further described below:

- **Personal Data That You Provide Through the Platform:** We collect Personal Data from you when you voluntarily provide such information, such as when you create an account/profile, contact us with inquiries, respond to one of our surveys, register for access to the information, resources, products and services available through the Platform (the “BCDS Services”), or use certain BCDS Services.
- **Location Information:** In addition to profile information, you may also tell us your exact location if you choose to enable your computer or mobile device to send us location information. We may use and store information about your location to provide features of our Platform, such as automatically providing you with information regarding a Parish in which you are physically located. Your location information may be used for analytics purposes to help us understand where people are using our Platform. We may collect this information even if you are not logged in to or actively utilizing the Platform.
- **By voluntarily providing us with Personal Data, you are consenting to our use of it in accordance with this Privacy Policy. If you provide Personal Data through this Platform, you acknowledge and agree that such Personal Data may be transferred from your current location to the offices and servers of BCDS and authorized third parties referred to herein.**
- **Non-Identifiable Data:** When you interact with BCDS through the Platform, we receive and store certain personally non-identifiable information. Such information, which is collected passively using various technologies, cannot presently be used to specifically identify you. BCDS may store such information itself or such information may be included in databases owned and maintained by BCDS affiliates, agents, or service providers.

When you effect a financial transaction through the Platform, we will collect Personal Data to process your order. We endeavor to protect the security of your payment information during transmission by using Secure Sockets Layer (SSL) technology. The types of Personal Data we may collect about you include: your full name, email address, telephone number, billing and delivery address. Bank account and payment card details are collected by our third-party payment processor, Stripe, and will not be held by us. Please refer to their privacy policy for how Stripe will use and share your data. From time to time, we may use other third parties to process these transactions; in such cases, your Personal Data will also be subject to the privacy policies of such third parties, and you should review those third-party policies before submitting any Personal Data.

In operating the Platform, we may collect standard web log entries, including but not limited to your IP address, device used, and timestamp. Web logs help us to diagnose problems with the Platform, to administer the Platform, and to otherwise provide our services to you. When you utilize the Platform, we may place or authorize third parties to place a cookie on your computer or device. Cookies are small files of information that are stored on your computer or device. We and third parties may also use other types of tracking technologies, such as web beacons, HTML5 and Flash Local Storage. Cookies may help the Platform operate more efficiently and may improve your

experience with the Platform by performing functions like allowing the Platform to recognize you when you return. We may also use cookies for analytical purposes. You may delete cookies from your computer or set your browser to reject cookies. However, deleting or blocking some cookies may limit some functionalities of the Platform. In addition, blocking or deleting browser cookies may not block other types of cookies. The use of cookies and similar technologies by third parties at or through the Platform is subject to those parties' privacy policies, not our policy.

Our Use of Your Personal Data and Other Information:

BCDS uses the Personal Data you provide in a manner that is consistent with this Privacy Policy. If you provide Personal Data for a certain reason, we may use the Personal Data in connection with the reason for which it was provided. For instance, if you contact us by e-mail, we will use the Personal Data you provide to answer your question or resolve your problem. Also, if you provide Personal Data in order to obtain access to a BCDS Service, we will use your Personal Data to provide you with access to such service and to monitor your use of such service. BCDS and its affiliates may also use your Personal Data and other personally non-identifiable information collected through the Platform to help us improve the content and functionality of the Platform, to better understand our users and to improve BCDS Services. BCDS and its affiliates may use this information to contact you in the future to tell you about services and other offerings that we believe will be of interest to you. If we do so, each communication we send you will contain instructions permitting you to "opt-out" of receiving future communications. In addition, if at any time you wish not to receive any future communications or you wish to have your name deleted from our mailing lists, please contact us as indicated below.

In an ongoing effort to better understand and serve the users of the Platform, BCDS often conducts research on its customer demographics, interests and behavior based on the Personal Data and other information provided to us. This research may be compiled and analyzed on an aggregate basis, and BCDS may share this aggregate data with its affiliates, agents, and partners. This aggregate information does not identify you personally. BCDS may also disclose aggregated user statistics to describe our services to current and prospective commercial partners, and to other third parties for other lawful purposes.

If BCDS intends on using any Personal Data in any manner that is not consistent with this Privacy Policy, you will be informed of such anticipated use prior to or at the time at which the Personal Data is collected.

Our Disclosure of Your Personal Data and Other Information:

BCDS is not in the business of selling your information. We consider this information to be a vital part of our relationship with you. There are, however, certain circumstances in which we may share your Personal Data with certain third parties without further notice to you, as set forth below:

- **BCDS Affiliates:** We may also share your Personal Data with affiliates of BCDS for purposes consistent with this Privacy Policy.
- **Agents, Consultants and Other Third Parties:** BCDS, like many organizations, sometimes hires third parties to perform certain functions related to BCDS's activities. Examples of such functions include mailing information, maintaining

databases and processing payments. When we employ such a third party to perform a function of this nature, we only provide them with the information that they need to perform their specific function.

- **Legal Requirements:** BCDS may disclose your Personal Data if required to do so by law or in the good faith belief that such action is necessary to (i) comply with a legal obligation, (ii) protect and defend the rights or property of BCDS, (iii) act in urgent circumstances to protect the personal safety of users of the Platform or the public, or (iv) protect against legal liability.

Your Choices:

You are not obligated to provide us with your Personal Data in all of the cases described above. However, without your Personal Data, you may not be able to access some or all of the features of the Platform.

Exclusions:

This Privacy Policy does not apply to any Personal Data collected by BCDS other than Personal Data collected through the Platform. This Privacy Policy shall not apply to any unsolicited information you provide to BCDS through this Platform or through any other means. This includes, but is not limited to, information posted to any public areas of the Platform, such as bulletin boards (collectively, “Public Areas”), any ideas for new information, resources, products or services or modifications to existing information, resources, products or services, and other unsolicited submissions (collectively, “Unsolicited Information”). All Unsolicited Information shall be deemed to be non-confidential and BCDS shall be free to reproduce, use, disclose, and distribute such Unsolicited Information to others without limitation or attribution.

Children:

BCDS does not knowingly collect Personal Data from children under the age of 13. If you are under the age of 13, please do not submit any Personal Data through the Platform. We encourage parents and legal guardians to monitor their children’s Internet usage and to help enforce our Privacy Policy by instructing their children never to provide Personal Data on this Platform without their permission. If you have reason to believe that a child under the age of 13 has provided Personal Data to BCDS through this Platform, please contact us, and we will endeavor to delete that information from our databases.

External Links:

This Privacy Policy applies only to the Platform. This Platform may contain links to external web sites and applications not operated or controlled by BCDS (the “Third Party Sites”). The policies and procedures we described here do not apply to the Third Party Sites. The links from this Platform do not imply that BCDS endorses or has reviewed the Third Party Sites. We suggest contacting those sites directly for information on their privacy policies.

Security:

BCDS takes reasonable steps to protect the Personal Data provided via the Platform from loss, misuse, and unauthorized access, disclosure, alteration, or destruction. However, no Internet or e-mail transmission is ever fully secure or error free. In particular, e-mail sent to or from this Platform may not be secure. Therefore, you should take special care in deciding what information you send to us via e-mail. Please keep this in mind when disclosing any Personal Data to BCDS via the Internet.

Other Terms and Conditions:

Your access to and use of this Platform is subject to the terms contained in the Privacy Policy. ***By accessing, browsing, or using this Platform, you acknowledge that you have read, understood, and agree to the application of our Privacy Policy. If you do not agree to the application of our Privacy Policy, do not use the Platform.***

Changes to BCDS's Privacy Policy:

The Platform, BCDS Services and our other activities may change from time to time. As a result, at times it may be necessary for BCDS to update this Privacy Policy. BCDS reserves the right to update or modify this Privacy Policy at any time and from time to time without prior notice. Please review this policy periodically, and especially before you provide any Personal Data. This Privacy Policy was last updated on the date indicated above. Your continued use of the Platform after any changes or revisions to this Privacy Policy shall indicate your agreement with the terms of such revised Privacy Policy.

Access to Information; Contacting BCDS:

To keep your Personal Data accurate, current, and complete, please contact us as specified below. We will take reasonable steps to update or correct Personal Data in our possession that you have previously submitted via this Platform. Please also feel free to contact us if you have any questions about BCDS's Privacy Policy or the information practices of this Platform.

You may contact us as follows:

By mail:

Boston Catholic Development Services, Inc.
66 Brooks Drive
Braintree, MA 02184

By phone: (617) 254-0100