

Privacy Policy

1. Introduction

The Newberry Institute, Inc. ("TNI" or "we", "us", "our") is a nonprofit 501(c)(3) organization based in Hawkinsville, Georgia, USA. TNI operates programs and services that focus on building resilient, inclusive communities across a wide range of social, educational, health, environmental, civic, and cultural areas.

This Privacy Policy explains how we collect, use, store, and protect personal information obtained through our programs, websites, communications, and interactions with individuals and partner organizations. By engaging with TNI—whether as a beneficiary, volunteer, donor, partner, or visitor—you consent to the practices described in this Policy.

2. Scope

This Policy applies to all personal information TNI collects, processes, and maintains across all programmatic activities, including our food rescue and nutrition initiatives, civic engagement programs, educational and youth development services, environmental and conservation efforts, interfaith and cultural heritage programs, and any other current or future initiatives.

It covers data collected in person, electronically, and through third-party service providers, and applies to all TNI staff, volunteers, contractors, donors, board members, advisory members, and partner organizations.

3. Information We Collect

We collect various types of personal information, depending on how you interact with us. This may include:

- **Personal Identification Information:** Full name, date of birth, government-issued identification numbers, and other identifiers.
- **Contact Information:** Mailing address, email address, telephone number, and emergency contacts.
- **Demographic Data:** Age, gender, ethnicity, language, citizenship, socioeconomic status, dietary restrictions—collected only when relevant or required.
- **Donation and Payment Information:** Donation amounts, billing information, and transaction history. Payment details are handled securely by third-party processors.

- Website and Communication Usage: IP addresses, browser type, access times, cookie data, and email engagement metrics.
 - Program Participation Information: Attendance records, sign-in sheets, feedback forms, photographs, videos, and enrollment data.
 - Volunteer and Employment Information: Applications, résumés, background checks (if applicable), references, certifications, and performance evaluations.
 - Data from Third Parties: Information from grant partners, public sources, or sponsors related to program eligibility or reporting.
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4. How We Use Your Information

TNI uses personal information only for lawful, legitimate purposes, including:

- Program enrollment and delivery
 - Donor engagement and fundraising
 - Responding to inquiries and communicating program updates
 - Evaluation and improvement of services
 - Legal compliance and grant reporting
 - Ensuring safety and enforcing policies
 - Administrative operations and governance
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5. Legal Basis for Processing

TNI processes personal information based on:

- Consent
 - Contractual necessity
 - Legal obligation
 - Legitimate interests
 - Vital interests
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6. Sharing of Information

TNI may share personal data with:

- Service Providers (e.g., IT, communications, auditing, security, payments)
- Partner Organizations (e.g., schools, nonprofits, government agencies)
- Legal and Regulatory Authorities
- With Consent or when you choose to publicly share data (e.g., testimonials, photos)

We do not sell or rent personal information.

7. International Data Transfers

When TNI operates internationally or shares data with global partners, we ensure such transfers comply with relevant data protection laws and adequate safeguards are in place.

8. Data Security

We use physical, technical, and administrative safeguards to protect data, including encryption, password protection, access controls, virus scanning, audit logging, and staff training. However, no system is completely secure.

9. Data Retention

TNI retains personal information only as long as necessary to fulfill the purposes described in this Policy or comply with legal, contractual, and operational requirements. Data is securely deleted or anonymized when no longer needed.

10. Your Rights

Depending on your jurisdiction, you may have rights to:

- Access your data
- Correct inaccurate data
- Request deletion (under qualifying conditions)
- Restrict or object to processing
- Withdraw consent at any time
- Request data portability (where applicable)

To exercise your rights, contact us using the information below.

11. Cookies and Similar Technologies

Our website may use cookies and related tools to personalize content, analyze site use, and improve services. You can manage cookie preferences in your browser settings.

12. Links to Other Websites

We may link to third-party websites for informational purposes. TNI is not responsible for the content or privacy practices of those external sites.

13. Changes to This Policy


We may update this Privacy Policy from time to time. All changes will be posted on this page with a new “Last Updated” date. We encourage you to review the Policy regularly.

14. Contact Information

If you have questions, concerns, or would like to exercise your data rights, contact us at:

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89 Commerce St
Hawkinsville, GA 31036
USA

 Email: info@thenewberryfoundation.org

 Phone: 478-285-9358

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