



## ***Aging Ahead*** Privacy Statement

### Commitment to Privacy

***Aging Ahead*** respects your privacy, safety, and the meaningfulness of your online experience. This Privacy Statement describes how ***Aging Ahead*** collects and uses personal information that it collects on this website and contained in any emails, texts, and other electronic messages between you and this website. This Privacy Statement, however, does not cover any information that ***Aging Ahead*** collects offline or through any other means, including, without limitation, from either other websites or third parties, or both. Please read this policy carefully to understand our policies and practices regarding your information and how we treat such information. If you disagree with our policies and practices, please do not use our website. By accessing the ***Aging Ahead*** website, you consent to this Privacy Statement and the data practices that it describes. You also acknowledge your responsibility to contact us using the means to do so provided below, if you have any questions or concerns related to this statement, how we collect and use information through this website, or if you believe we have not followed this policy.

### Information We Collect/Use of Personal Information

The ***Aging Ahead*** website is intended to provide users with easy access to service availability, contact information, and news and events related to our service availability and work in the community. The information ***Aging Ahead*** collects on our website or through social media includes personally identifiable information such as any one or more of your name, your address, your county of residence, your zip code, your telephone number, your email address, or service information selected from a drop-down box. We collect this information to help us better serve our community and efficiently respond to people requesting services or other information. ***Aging Ahead*** gathers your personal information either directly from you when you provide it to us, for example, when you complete an online form or send an email to us, or automatically as you navigate through our website, such as, usage details, IP addresses, and information collected through cookies. We use your information for our own purposes without any one or more of sharing, loaning, or selling it to other entities. We may, however, disclose your personal information to our contractors, service providers, and other third parties that we use to support ***Aging Ahead's*** operations and who have contractual obligations to keep your personal information confidential and to use it only for the purposes for which we disclose it to them. We, otherwise, limit our sharing of personally identifiable information to any one or more of the following circumstances. First, the person who submits the information authorizes us to share it. Second, we must share the information to accomplish an intended task, such as, process a donation. Third, either a law or legal process, such as a subpoena, requires us to share the information.

***Aging Ahead*** may also collect information about your computer, including your internet connection, IP address, the browser you use, the domain name, the time and frequency with which you access the website, pages viewed within the website, and clicks to external links. ***Aging Ahead*** collects this information to enhance accessibility of services and monitor frequency of website use.

When you use the ***Aging Ahead*** website to make a financial contribution, register for an event, sign up for a class, order a meal, or complete either a job or a volunteer application, we may ask for your name,



address, phone number, county of residence and other information relevant to the request. We also require standard credit card information when you make a financial donation or purchase. This website stores financial information in a secure database until the completion of your transaction. It then transmits that information securely to our payment processing service (Authorize.net). Upon your transaction's completion, our website deletes your financial information. For more information, please see <https://www.authorize.net/about-us/privacy/>.

Please note that if you publicly disclose personal information through public message boards or social media sites, even if *Aging Ahead* either owns or operates them, or both, you do so at your own risk and others may collect and use such information. We cannot protect the information you post publicly.

We may collect any information posted by you on *Aging Ahead's* social media sites, including, without limitation, any one or more of Facebook, Twitter or LinkedIn, either to improve or enhance our service delivery. The social media site's privacy policy covers any content that you post or share on them. You may set certain privacy settings on your social media accounts to limit access to certain pages or to set certain privacy settings for the information in your posts by logging into your social media account profile. Please keep in mind that such security measures available to you from social media sites may achieve less than perfect results. *Aging Ahead*, furthermore, cannot control the actions of other users of its website with whom you may choose to share your posts containing your personal information. Therefore, we cannot and do not guarantee that only the persons whom you have authorized will view your posts on our social media sites.

#### Use of Cookies

*Aging Ahead* may use digital cookies to enhance your experience. A cookie is a small piece of data sent from our website to your computer. You may adjust your browser settings to refuse cookies or alert you to when they are sent. If this is done, the functionality of our site may be altered. Cookies may transmit information back to our server about the browsing activity on the site, including content and pages viewed, length of time on the site, and if internal or external links were clicked. Cookies may also be used to recognize previous users and maintain data about the user. This information is collected to improve the overall experience when visiting our site.

#### Use of Google Analytics

*Aging Ahead* may use third party tools to assist with data collection from our site, specific to the number of users, length of time on the page, how we appear in online searches, and other details to improve our online presence. As we are currently using Google Analytics, we are required to share their privacy policy and terms of use with you: <https://www.google.com/analytics/terms/us.html>

#### Security

*Aging Ahead* has implemented measures designed to secure your personal information from accidental loss and from unauthorized access, use, alteration, and disclosure. We store all information that you provide to us on secure servers behind firewalls. *Aging Ahead* encrypts any payment transactions using SSL technology.

Unfortunately, the transmission of information by the internet lacks complete security. Although we take reasonable precautions to protect your personal information, we cannot guarantee the security of your



personal information transmitted to our website. You transmit your personal information to us at your own risk. We accept no responsibility for any circumvention of any privacy settings or security measures contained on our website.

#### Third party websites

When using the *Aging Ahead* website, you may find content or links to other community agencies, partners, or corporate sponsors listed on our website. We do not control the content of those links. In addition, those agencies may have their own privacy policies and/or usage agreements. Similarly, you may find a link to our website on a site owned and managed by another agency. In these situations, we are only responsible for the content on our website. Online searching or interaction with any website is subject to that website's terms and policies.

#### Protecting children's information online

The *Aging Ahead* website and social media platforms are not directed to individuals under the age of 13. *Aging Ahead* does not intentionally collect information on our sites or platforms from those we know are under 13 and we request that these individuals do not provide personal information through the sites. If it is later determined that we collected information on an individual under age 13, that information will be deleted.

#### Revisions to this Policy

*Aging Ahead* further reserves our right to change this Privacy Statement from time to time. Your continued use of this website after we make any changes to the Privacy Statement constitutes your acceptance of those changes. Please check this policy periodically for updates.

#### Contact Information

*Aging Ahead* welcomes your feedback about this Policy and encourages you to ask any questions related to the content provided in this statement. If you have questions about this policy or believe the agency has violated this policy, please contact us at [info@agingahead.org](mailto:info@agingahead.org) or by calling 636-207-0847. The agency will use reasonable efforts to promptly investigate and to answer your questions.