The Solti Foundation

Privacy Policy

GENERAL

The Solti Foundation is a small grant-making organisation, aware of its responsibility to keep your personal information safe. This notification is designed to inform you about our privacy policy - how we collect, store, and use your personal information.

Our privacy policy applies to all personal information collected and used by The Solti Foundation, both online and offline.

HOW WE COLLECT INFORMATION

Information is collected either from grant-making organisations which allocate funding on our behalf or, in a small number of cases, directly from individuals who apply to us for funding. In addition, we gather data from donors or from individuals or organisations who contact us for information about our work.

WHAT INFORMATION DO WE COLLECT AND HOW LONG DO WE KEEP IT?

Information collected includes:

For all grant recipients - the individual's name, age, nationality, musical instrument or voice type, brief biography, the date of the grant, the amount awarded, and what the grant was used for. This information is stored electronically, in manual filing systems, and is also recorded in the Foundation's Minute Book. This information is retained for six years, in compliance with rules applicable to charities in England and Wales, after which it is deleted.

For donors - we collect information about the names of donors, their contact details, the date of the donation and the amount donated. No other details are retained. This information is kept for six years, after which it is deleted.

WHAT DO WE USE YOUR INFORMATION FOR?

All personal information supplied will be used solely for the purpose of carrying out our charitable work in awarding grants to and promoting the careers of young musicians and singers. The legal basis for processing your personal information is that it is necessary for the purposes of our legitimate interests in carrying out our charitable work. We will not process any personal information about you that we do not need in order to carry out this purpose.

SHARING YOUR INFORMATION

We may share your personal information with the Charity Commission (England and Wales), solely for the purposes of reporting, and with our accountants (Minute Book), or where necessary to comply with a legal obligation.

We will not otherwise disclose your personal information to any other third parties, either in the EEA or in third countries, nor seek to obtain it from any other sources without your prior consent.

HOW DO WE STORE AND PROTECT YOUR INFORMATION?

Your information is stored and processed electronically and in manual filing systems. We protect all personal information to the best of our abilities and we employ robust computer security measures to ensure that your information remains safe.

WHAT ARE YOUR RIGHTS?

The Solti Foundation is the 'Controller' of the personal information you provide to us and hence responsible to you for the processing of that information. We can be <u>contacted by email here</u>.

If at any point you believe the information we process relating to you is incorrect, or you object to our processing of that information, you can request a copy of this information and have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can <u>contact us by email</u> to have the matter investigated.

If you are not satisfied with our response, or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner's Office by email at https://ico.org.uk/. Complaints can also be made via the helpline + 44 (0)303 123 1113, or in writing to the Customer Contact, ICO, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, United Kingdom.

INFORMATION ABOUT OUR PRIVACY POLICY

We will keep our privacy policy updated in line with changes in the law. If you have any questions regarding our privacy policy, please <u>contact us by email</u>.