

Army Central Fund Privacy Notice

This privacy notice explains what personal data is collected by the Army Central Fund and how we use and protect personal information about the people who visit our websites and give us their data over the phone, face-to-face, and in writing.

Personal data is any information that relates to a living individual who can be identified from that data. If you contact the charity we may collect your name, address, telephone number or email address. We are unlikely to seek any other personal data and would only receive it if you choose to send it to us.

If you apply for a grant we may collect personal data about you and other people connected to your organisation through questions on application forms. Although we do not seek it, sometimes grant applicants and beneficiaries send us personal data about individuals who benefit from projects funded by our grants. We normally delete this data.

We will keep your personal data up to date and store it securely. We will put measures in place to protect it from loss, misuse, unauthorised access and disclosure. We will not collect or retain excessive amounts of personal data and when we no longer need your personal data (or have held it for the maximum time allowed by data protection laws) we will destroy it.

If a grant is awarded, we use your personal data to manage and monitor the grant and to check the money is being used appropriately. If you don't provide this personal data, we may not be able to process your application or award a grant to your organisation. We will keep in contact with you throughout the duration of your grant and this forms part of the agreement that you make with us when you apply for funding.

We may retain your personal data to help evaluate and research the impact of our grants and to let you know about our grants and other activities. The results of our evaluations and research may be published but we won't publish your personal data without your agreement.

Sharing your personal data

We may share your personal data with organisations which help us to carry out our grant making activities. For example, we share personal data with organisations which help evaluate the impact of our grants on communities. Organisations which support our IT software and systems may also have access to personal data.

We may also enable law enforcement agencies, regulators, Government, and other funders to access and use your personal data to detect, investigate and prevent crime.

We are a registered charity, not a public body, and make grants from charitable (non-public) funds. However, The Army Central Fund follows the principles of the Freedom of Information Act, and if a member of public asks for information regarding how grants are spent we may publish or share details of your grant with them. We would share personal data in these circumstances.

Your rights regarding your personal data

Your personal data is protected by legal rights. These include the right in certain circumstances to:

- request a copy of your personal data held by the charity;

- ask for your personal data to be erased, for example, if we no longer need it for the purpose we collected it;
- request that we suspend the processing of your personal data, for example if you want us to establish whether it is accurate or the reason for processing it;
- object to the processing of your personal data where we are processing it in the exercise of our official authority.

If our processing of your personal data relies on your consent, you also have the right to withdraw your consent at any time and the right to ask for your personal data to be transferred to another organisation (known as the right to data portability).

As a not-for-profit organisation we are exempt from registering with the ICO, but we comply with the principles of GDPR and only process data required to carry out our role.

Contact Details

If you have any questions, queries or complaints, and to exercise your personal data rights, please [contact us](#) through this website.

You also have a right to complain to the Information Commissioner's Office which regulates the processing of personal data You can contact the Information Commissioner's Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.