



## Ministry of Inspiration Privacy Policy

Ministry of Inspiration (MOI) collects personal information from you, including information about your:

- name
- contact information
- interactions with us
- billing or purchase information

We collect your personal information in order to:

- bill clients appropriately
- have emergency contact details
- collect statistics for grant accountability

Providing some information is optional. If you choose not to enter gender, we'll be satisfied with the decision. If you choose not to enter ethnicity we'll be satisfied with the decision.

We keep your information safe by storing it in encrypted files and only certain staff can see it. We keep your information for five years at which point we securely destroy it by securely erasing all digital files.

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us at [web@ministryofinspiration.org](mailto:web@ministryofinspiration.org) or call Amy at 0211610754.