

Privacy Notice

1. Who we are

The Fund for Human Need (FHN) is a registered charity related to but independent of the Methodist Church of Great Britain. The main objective of FHN is to provide small, one-off emergency relief payments to destitute people in the United Kingdom irrespective of faith, ethnic origin or social group.

FHN is supported by donations and grants from individuals, local churches and other organisations and the Methodist Church of Great Britain.

2. The data we collect

Personal data, meaning any information about a living individual from which that person can be identified, is collected by us in the process of receiving gifts and donations in support of our work, and in the course of individuals, third party persons or organisations acting on their behalf applying for financial assistance.

FHN takes its obligations under data protection law (including the General Data Protection Regulation (GDPR)) seriously. This includes keeping personal data as up-to-date as possible and taking active steps to rectify any personal data found to be incorrect. We do not collect or retain personal data which is in excess of our legitimate activity and take steps to protect all personal data by ensuring that appropriate measures exist to protect that data.

3. How personal data is collected and used

(a) When an individual makes a donation to FHN, we collect only such information (such as that person's name and address) as is needed for legitimate purposes so that the gift may be acknowledged and processed. In addition to that which enables us to process the gift we may also use the information internally for statistical purposes and to analyse our fundraising trends and to comply with statutory requirements.

(b) When an individual or another person or organisation acting on behalf of the individual makes an application for an emergency relief payment, information may be given to us which includes the full name, address, email address, telephone number(s), ethnicity, sexual orientation, health, disability, age or date of birth, financial circumstances, relationships and previous criminal convictions or an opinion or assessment of that person's actions or behaviour. Such personal information is always regarded as strictly confidential and is available only to those officers of FHN responsible for allocating payments and the individual, third party or organisation making the application. We have appropriate measures in place to protect such information and it is never shared with or disclosed to any other individual or organisation.

When for publicity purposes a particular situation is described or an applicant's words are used no information is given which could identify that applicant. Where an applicant specifically gives permission for her/his image to be used no reference is made to that person's name, location or circumstances other than that which s/he may choose to provide.

Statistical information relating to applications received and payments made by FHN is recorded in an anonymised form.

(c) In accordance with the principles of GDPR, FHN will ensure that personal data is processed:

- lawfully, fairly and in a transparent manner;
- for specified, explicit and legitimate purposes and not processed in a manner which is incompatible with those purposes;
- accurately, relevantly and limited to what is necessary in relation to the purposes for which it is processed;
- kept accurate and where necessary kept up-to-date, with all reasonable steps being taken to ensure that all inaccurate data is erased or rectified without delay;
- is not kept longer than is necessary for the purposes for which the personal data is processed; and
- in a manner that ensures appropriate security of the personal data including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage by using appropriate technical and organisational measures.

4. Data security

It has to be recognised that postal correspondence, particularly where an individual has no permanent accommodation, and the transmission of personal information via the internet are not completely secure and while we take all reasonable and necessary precautions to protect personal data from unauthorised access, there is an element of risk. We implement reasonable and appropriate security measures against unlawful or unauthorised access to such data and against the accidental loss of such data.

We will deal with any suspected personal data breach and will notify the person affected of such a breach where we are legally required to do so.

5. Data retention

We retain personal data only for so long as is necessary to fulfil the purposes for which it is collected, including the conditions in which FHN allocates emergency payments on a one-off basis, and the purposes of satisfying any legal, accounting or reporting requirements.

All data relating to an individual will be deleted subject to statutory requirements.

6. Your legal rights

Where, in the case of donors to FHN, consent is used as the legal basis for processing personal data, you have the right to withdraw consent to the data processing at any time. However this will not affect the lawfulness of any processing carried out before you withdraw your consent.

The right of those who donate to FHN and those who receive payments from FHN to request a copy of the personal data (commonly known as “data subject access request”) held about you enables you to receive a copy of the personal data we hold about you and to check that we are legally processing it. Such requests should be addressed to the Chair of FHN (fhnchair@gmail.com), who is responsible for overseeing questions relating to this Privacy Notice.

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