

EXTERNAL PRIVACY NOTICE

Protecting your privacy



Your privacy is important to us and we are committed to safeguarding the personal information you provide to us and to protecting your privacy. The purpose of this privacy notice is to assist you in understanding how we collect and use your personal information and the rights you have in relation to your personal information.

We review this privacy notice on an ongoing basis. This latest version was produced on 31st May 2022.

About Us

The Racing Foundation was set up in 2012 as a grant-maker to support charitable purposes for the benefit of Thoroughbred Racing and Breeding in the UK. We exist to make a difference in horseracing by acting as a catalyst and a funder of improvement. The Racing Foundation acts as the data controller in relation to the collection and use of personal information as set out in this privacy notice.

Contact details

The Racing Foundation, 75 High Holborn London WC1V 6LS

Charity Registration Number: 1145297, Company Registration Number 07890908.

info@racingfoundation.co.uk

To help you use this privacy notice we have split the information into the following sections:

1. Website
2. E-Newsletter
3. Grant applications
4. Your rights

1. Website

You do not have to provide any personal information in order to browse the Racing Foundation's website.

When you use our website (www.racingfoundation.co.uk), we may collect tracking information such as your browser type, IP address, the operating system you use, the name of your internet service provider and pages visited on the site. We get this information by using technologies, including cookies* to increase the functionality and user-friendliness of our website and to better tailor our website to your needs. For example, we may want to know how long the average user spends on our website, or which pages get the most attention. **Information such as this will only be used in aggregate form and will not identify you personally.**

We use information in aggregate form (i.e. your individual details cannot be identified) to:

- build up marketing profiles;
- aid our strategic development; and
- audit usage of the site.

*Cookies are a small piece of information placed on your computer's hard drive via your web browser to enable the sender to identify, authenticate and maintain specific information about how users behave. Cookies make using the website's facilities quicker, easier and more convenient. You can opt out of accepting cookies and disable cookies via your web browser.

Our website uses Google analytics technology to gather information in aggregate form.

Website searches via Google may be subject to Google's re-marketing technology. This technology enables users who have already visited a specific site to see targeted advertising on Google partner network websites. The advertising will be displayed through the use of web cookies. Using cookies, the user behaviour on a website can be analysed and subsequently utilised to provide targeted product recommendations and advertising based on the user's interests.

If you would prefer to not receive any targeted advertising, you can deactivate the use of cookies for these purposes through [Google](#). Alternatively, users can deactivate the use of cookies by third-party providers by visiting the [Network Advertising Initiative's deactivation website](#).

Please note that Google has its own data protection policy, which is independent of our own. We assume no responsibility or liability for their policies and procedures. Please read [Google's privacy policy](#) before using our websites. [How Google uses data](#)

Where we do gather your personal information from our website, we use it to provide a better website experience for you, or to assist us in our marketing and development activities. Such uses will either be on the basis of your consent (where we ask for it) or our legitimate interests.

Our website contains links to other websites that are not controlled by us. This privacy notice applies only to our website.

If we do gather your personal information from our website, we will only keep it for as long as necessary – which might be only for the duration of your visit to our website (if we are using your information to improve your website experience), or for as long as needed to respond to an enquiry you make and for our record-keeping obligations.

2. E-Newsletter

The Racing Foundation produces e-newsletters and sends them via email to a list of recipients who have requested receipt. To subscribe to our e-newsletter you must either:

- i. Sign-up via our website; or
- ii. Contact the Racing Foundation rhi.lee-jones@racingfoundation.co.uk and ask to be added to the mailing list.

The e-newsletter is used only as a way of providing updates on the work of the Racing Foundation, which include:

- Latest news stories.
- Details of our grant application process and deadlines.
- Updates on projects we have funded.
- Information on organisational development initiatives we are offering to charities.

If you subscribe to our e-newsletter you will be required to provide the following details:

First name, surname and email address

We rely on your consent to send you our e-newsletter.

We use a third-party email service provider to send our e-newsletters. Your personal information will be transferred to our email service provider for this purpose only. Our email service provider is currently Mailchimp (which is based in the USA; we ensure that we have appropriate protections in place to safeguard your personal information when transferred to the USA). We may, without notice, change our provider to one delivering similar services (and will update this section of the privacy notice accordingly). Where this occurs, we will ensure that at least the same level of protection is applied to your personal information.

To stop receiving our e-newsletters you can unsubscribe from the mailing list at any time either by:

- i. Clicking on the '**unsubscribe from this list**' link at the bottom of each e-newsletter; or
- ii. Contacting the Racing Foundation (see 2.ii above) and asking to be removed from the mailing list.

To update your name or email address you can click on the 'update subscription preferences' link at the bottom of each e-newsletter or contact the Racing Foundation.

3. Grant Applications

The Racing Foundation operates a structured grant application process, the first stage of which is via a standard online application form that requests basic charity information. Grant applications are not accepted from individuals, but to process and manage the grant application a point of contact is required, with the following personal data provided about the contact person:

Name, job title, email address and telephone number

Our lawful basis for collecting and processing this data is our legitimate interests in processing and managing the grant application which you have submitted on behalf of the charity or organisation you represent.

In our grant application process we use the Benefactor Grants Management and Online Applications Software provided by the Gallery Partnership. As a result, your personal data will be held and hosted by the Gallery Partnership in a data encrypted site registered to the Racing Foundation, which is security tested. We put in place appropriate arrangements with the Gallery Partnership in relation to your personal data to ensure its security.

Details of grant applications are also shared with our trustees as necessary to allow them to perform their role for the Racing Foundation. Again, we put in place appropriate arrangements with them in relation to your personal data to ensure its security.

Personal data collected in the grant application process will be deleted 2 years after your final grant reporting obligation, if you have not submitted a subsequent application. Personal data linked to unsuccessful grant applications will be deleted within 6 months of the rejection notification unless you have subsequently been asked to send a revised application.

Hard copies of signed grant acceptance forms containing a personal signature are retained indefinitely as part of our legal record-keeping obligations.

Personal data you provide for grant application purposes will also be used for ongoing monitoring and administration of grants.

If you provide case studies within your application or grant reports, we request that you ensure that no personal information relating to third parties is included without written agreement and permission of the individuals concerned.

We sometimes use photographs of funded projects for publicity purposes and where these photographs include pictures of people, we request that you provide confirmation that those people in the picture have given their consent for the picture to be used in this way.

Occasionally, as part of our assessment process and due diligence, we may collect information about you from publicly available third party sources such as LinkedIn, news articles and social media. We will only use sources that are legally permitted to disclose such information. We are not responsible for the privacy or security practises of these third party sources. Any information collected may be referenced as part of our internal assessment process but will not be shared outside of the Racing Foundation.

4. Your rights in relation to your personal information

You have various rights in respect of the personal information we hold about you. These are set out in more detail below. If you wish to exercise any of these rights or make a complaint you can do so by contacting tansy.challis@racingfoundation.co.uk.

- You have the right to request access to a copy of the personal information that we hold about you, along with information on what personal information we use, why we use it, who we share it with, how long we keep it for and whether it has been used for any automated decision making. You can make a request for access free of charge.
- You can object to our processing of your personal information where we are relying on a legitimate interest and there is something about your particular situation which makes you want to object to processing on this ground.
- If you have given us your consent to use personal information, you can withdraw your consent at any time.
- You can ask us to change or complete any inaccurate or incomplete personal information held about you.
- You can ask us to delete your personal information where it is no longer necessary for us to use it, you have withdrawn consent, or where we have no lawful basis for keeping it.
- You can ask us to provide you or a third party with some of the personal information that we hold about you in a structured, commonly used, electronic form, so it can be easily transferred.
- You can ask us to restrict the personal information we use about you where you have asked for it to be erased or where you have objected to our use of it.
- You have the right not to be subject to automated decisions that will create legal effects or have a similar significant impact on you, unless you have given us your consent, it is necessary for a contract between you and us or is otherwise permitted by law. You also have certain rights to challenge decisions made about you. Automated decision-making takes place when an electronic system uses personal information to make a decision without human intervention. We do not currently carry out any automated decision-making.