

What we do with your information when you....

Fundraise for us



When you donate to us or fundraise for us we collect information, including your personal data so that we can process the income, manage our relationship with you and fulfil our regulatory responsibilities.

We will need enough information to be able to process your donation or fundraising, know how to communicate with you and, if you have registered for gift aid, to meet the requirements of HMRC.

Legal obligation

Provide us with your stories and images



When you agree to let us use your stories, images and audio recordings to provide support to others and to help promote the work of Leeds Cares, we need to process your data in order for us to be able use your material.

Contact information, health details (as related to the story, images, video, audio recordings)

Consent



Sign up for our newsletter

In order to provide you with the service for which you are subscribing and let you know about the work we are doing and how you can support Leeds Cares.

Your name and email address

Consent

Work with us as a consultant or sole trader



We will need to collect information from you in order to communicate with you about the activities/services you will be providing and to enable us to set up a contractual agreement.

Contact and business information

Contractual obligation & legitimate interest

Key

Why we process your data

What data we need

Our legal basis

Request Day One Services



We will collect and process your data to assess your request for funding and to contact you in relation to your application.

Contact information and enough details to consider your application for funding and to make payments to you

Consent & legal obligation

Apply for an employment or voluntary position



When you apply for a position at Leeds Cares we must collect personal data in order to consider your suitability and to communicate with you.

Contact information and enough details to in order to consider you for the position

Contractual obligation and yours and our legitimate interest



Apply to be a trustee/ become a trustee

We must collect personal data in order to consider you for the position and to communicate with you. If you become a Trustee, we need to retain that information and also collect additional information so that we may, carry out due diligence and monitoring

Contact information and enough information to consider you for the position, manage the trustee relationship and internal monitoring

Legitimate interest and performance of contract



Work with us to execute a will

We will need to collect this data to ensure we can communicate with you, understand the wishes of the deceased and to work together to resolve the will.

Contact information of the executors and their relationship to the deceased, details of the will and other named charities.

Legal obligation and legitimate interest