

# **Privacy Policy**

## **Introduction**

At Faith Forward Ministries, we are committed to safeguarding the privacy and personal information of our community members, visitors, and all individuals who interact with us. We understand that the trust you place in us is sacred, especially when sharing contact information and deeply personal prayer requests. Our privacy policy outlines how we collect, use, store, and disclose your information, ensuring transparency and maintaining the highest standards of confidentiality and respect.

## **Information We Collect**

Faith Forward Ministries may collect the following types of information:

- **Contact Information:** This includes your name, mailing address, email address, phone number, and any other details you provide when reaching out to us, registering for our programs, or subscribing to our communications.
- **Prayer Requests:** When you submit a prayer request, you may be asked to specify whether your request should remain private or be shared publicly. Prayer requests may include your first name, last initial, and a descriptive summary, as well as any additional details you provide.
- **Communication Preferences:** Any preferences you indicate regarding how we communicate with you and share your information.

## **How We Use Your Information**

Your information is used exclusively to support the mission of Faith Forward Ministries, to foster community, and to provide spiritual support. Specifically:

- We use your contact information to respond to inquiries, fulfill requests, and provide ministry updates and resources.
- Prayer requests are processed according to your expressed preferences for privacy or publicity (see below for more details).
- We may use anonymized or aggregated data to improve our services and outreach, but this information will never personally identify you.

## **Contact Information Privacy**

**Faith Forward Ministries does not sell, rent, trade, or otherwise share your contact information with third parties for marketing or commercial purposes.** Your trust is essential, and your contact details are stored securely and used exclusively for ministry-related communications and activities. Only authorized members of our team

who require access to your contact information to fulfill their responsibilities will be granted such access.

## **Handling of Prayer Request**

### **Private Prayer Requests**

If you indicate that your prayer request is to be kept private, it will be shared solely with the Faith Forward Ministries team. Our team is composed of staff and trusted prayer partners who are dedicated to holding your requests in strict confidence. These requests are never disclosed outside this group, and we do not distribute personal or sensitive information beyond what is required to facilitate prayer support.

### **Public Prayer Requests**

If you choose for your prayer request to be shared publicly, Faith Forward Ministries may share the request on our social media pages and prayer chain. To protect your privacy, only your first name and last initial will be used, along with a brief description of your prayer need. We will not share your full name, contact information, or any other identifying details unless you explicitly provide written consent for such disclosure.

Our team reviews all public prayer requests to ensure that the information shared is appropriate, sensitive, and in alignment with your wishes. We strive to create a supportive and respectful environment for all members of our community.

## **Access and Security**

All personal and prayer-related information is stored securely using industry-standard practices for data protection. Electronic records are maintained with restricted access, protected by passwords and other security measures. Physical records, if any, are kept in locked storage accessible only to authorized personnel.

We are committed to continuous improvement in our privacy practices and regularly review our protocols to ensure your data remains safe.

## **Retention and Deletion of Information**

Faith Forward Ministries retains your information only as long as necessary to fulfill the purposes outlined in this policy or as required by applicable law. You may request access to, correction of, or deletion of your personal information at any time by contacting us. We will respond to such requests as promptly as possible, in accordance with our legal and ethical obligations.

## **Disclosure of Information**

- **No Sale of Personal Information:** Faith Forward Ministries will never sell your contact information or prayer requests under any circumstances.
- **Internal Sharing Only:** Private communication, including private prayer requests, is shared solely within the Faith Forward Ministries team, and only on a need-to-know basis.
- **Public Sharing with Consent:** Public prayer requests are shared only as described above, and we always respect your explicit wishes regarding privacy and disclosure.
- **Legal Requirements:** We may disclose your information if required by law, such as in response to a subpoena or court order; however, we will strive to protect your privacy to the fullest extent possible.

## **Your Choices and Rights**

You have the right to control your personal information and how it is used by Faith Forward Ministries. Specifically, you may:

- Update or correct your contact information at any time.
- Change your preferences regarding how your prayer requests are handled.
- Request that your information be deleted from our records, subject to our legal obligations.
- Opt out of communications or public sharing at any time by contacting us directly.

## **Children's Privacy**

Faith Forward Ministries does not knowingly collect or solicit personal information from children under the age of 13. If we become aware that we have received personal information from a child without verified parental consent, we will take steps to remove that information from our records.

## **Updates to This Privacy Policy**

We may update this privacy policy from time to time to reflect changes in our practices, technology, legal requirements, or the needs of our ministry. When we make significant changes, we will notify our community through our website and other appropriate channels.

## **Contact Us**

If you have any questions, concerns, or requests regarding your privacy or this policy, please contact Faith Forward Ministries using the contact information provided on our

website. We are committed to responding to all inquiries promptly and treating your concerns with the utmost care and respect.

At Faith Forward Ministries, your privacy is foundational to our work. We are honored to support you spiritually and are dedicated to protecting your trust in every interaction. Thank you for allowing us to serve you.