

A black and white photograph of a city street, likely in New York City, featuring a prominent skyscraper with a dome and spire in the background. The street is lined with tall buildings, and there are people walking and vehicles in the foreground. The text is overlaid on the center of the image.

# Data Governance Policy

Social Capital  
("Social Capital Foundation, Inc.")

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## Statement of Purpose

We judge ourselves on how the fund looks in 50 years not in 1 year. Long-term vision allows us time to focus on what is sustainable in addition to focusing on current operational standards that will allow us to achieve our intended goal. We envision Social Capital being the go-to trusted non-profit that quickly and holistically provides financial support to areas of need with an emphasis on low bureaucracy, consistent ethical standards, and high operational efficiency.

In contrast to other nonprofit organizations and foundations, we put 100% of every donated dollar to the Endowment Fund which grows and supports our mission. Our efficiency in terms of operations and administration (i.e., low overhead costs and efficient usage of capital) enables us to devote *all* our resources directly to the cause. The funds we raise are maintained and invested (see our [Investment Policy Statement](#)), resulting in capital gains that enable us to reallocate portions of capital gain in perpetuity to provide support to those in need. Our conviction of seeking proper fund management directs us to cautiously invest and make consistent gains while protecting donated capital and distributing towards mission-centric support. We like to think of ourselves as a human-focused community trust fund to help those in need. Beneficiary support is decided by the Board of Directors in accordance with our mission and investment guidelines.

Social Capital is managed by multi-disciplinary professionals including psychologists, money managers, business founders and directors. Collectively we manage and direct the Endowment Fund which maintains and invest collected funds to redistribute to meet our mission. This fund is designed to continue past the current Board of Director's lifetime. We are a group of professionals who are committed to making a difference and bringing about long-term change.

## Data Policy and Scope

Social Capital (“Social Capital Foundation, Inc.”) complies with the following privacy principles with respect to personal data. It shall apply to all the staff, all of its beneficiaries, and third parties involved in business with the organization.

### Data Policy

1. Social Capital has access to lawfully acquired personal data, and it processes that data in a transparent manner.
2. The policy provides protection to any kind of data it collects with the consent of the data holders, including names, phone numbers, postal addresses, email addresses, and more.
3. Social Capital will process the data only if and to the extent that
  - It has gained the consent of the data holders.
  - The processing is necessary for the relationship of the parties.
  - The processing is necessary for compliance with any legal obligations.
  - The processing is necessary to further a legitimate business interest.
4. Social Capital collects information with the explicit consent of the data holders, and it uses it for the explicit, legitimate purposes set forth in this policy and for no other purpose.
5. Social Capital only collects data that is adequate, relevant, and limited for the purpose for which it is being collected.
6. Social Capital collects and processes personal data as accurately as possible.
7. Social Capital takes every measure reasonable and necessary to maintain the integrity and confidentiality of the information being collected. It does not provide or allow unauthorized persons to access it.
  - Data will be securely stored internally (accounts are password protected and monitored).
  - Data will be copied and kept along with an original document.
  - When data is requested to be accessed, individual requesting data needs to receive board approval and data will be sent with password protection encryption.
8. Personal data shall be retained by Social Capital as long as necessary, and it shall be deleted immediately after the need is over.
9. Personal data may be disclosed to the Board of Directors, management, and newsletters with the consent of Donors/Beneficiaries.
10. Personal data may be disclosed to third parties such as it is elicited and required for our business processes.
11. The data holder has the right to ask for any data from Social Capital except which is adverse to the company's interest.
12. In case of a breach of the data, the company will notify the individuals and the appropriate authority within 24-48 hours of such breach.

## Agreement and Acknowledgment

I have read and been informed about the content, requirements, and expectations of the data governance policy for employees at Social Capital as well as donors and third parties. I have received a copy of the policy and agree to abide by the policy guidelines as a condition of my employment and my continuing employment at Social Capital.

I understand that if I have questions, at any time, regarding the governance policy. I will consult the President/Director of Development.

Please read the data governance policy carefully to ensure that you understand the policy before signing this document.

Employee Signature: \_\_\_\_\_

Employee Printed name: \_\_\_\_\_

Receipt by: \_\_\_\_\_

Date: \_\_\_\_\_