

CATHOLIC CHARITIES OF NORTH LOUISIANA PRIVACY POLICY

Effective Date: 10/30/2025

Catholic Charities of North Louisiana, also known as CCNLA or Catholic Charities (“we,” “us,” “our”) is committed to ensuring the privacy of individuals and/or families who have contacted us for assistance. CCNLA realizes the concerns you trust us with are highly personal in nature. We implement reasonable measures to protect your personal information from unauthorized access or disclosure. We assure you that all information shared both orally and in writing will be managed within the limitations of the law.

Each staff, board member and volunteer commits to:

- Ensure that all identifying client information and documentation is confidential or privileged and will not be disclosed outside of CCNLA, or to any employees, board members or volunteers who do not need to know the information.
- Ensure that all privileged information regarding individuals or outside organizations acquired by CCNLA staff, board members and volunteers in the course of their work is treated as confidential and not divulged to others.

CCNLA will share data with only authorized persons and only as required for the purposes of program management, compliance monitoring, fund usage reporting, and program evaluation. These include the following:

- Client data will be entered into a Client Management System (CMS) and may be visible to certain funders and other social service organizations. These systems are used for recordkeeping and to comply with HUD requirements for various types of services.
- Data from these Client Management Systems and other client data may be shared with government funders and other funders, both in aggregate form and as personally identifiable information, but only to the extent necessary for fund usage reports and program compliance purposes.

CCNLA will not disclose any personal information without proper authorization and will not share your data with any third party for marketing purposes.

If you have questions or concerns about our privacy practices, or if you wish to review or modify any of your personal information we have on file, you may contact us at info@ccnla.org or by calling (318) 865-0200.

This Privacy Policy may be modified from time to time. Please feel free to check this page again at a later date for the most up-to-date version.