Privacy Notice

Your personal information, supplied for the purposes of this application will be held and processed by the Home Office, 2 Marsham Street, London, SW1P 4DF. The Home Office is the controller of this information. This also includes when it is collected or processed by third parties on our behalf.

Details of the Department’s Data Protection Officer can be found in the Home Office personal information charter.

How and why the Department uses your information

Introduction
The Home Office collects, processes and shares personal information to enable it to carry out its statutory and other functions.

The Home Office is only allowed to process your data where there is a lawful basis for doing so. Applicant data is processed for the purpose of delivering the public task of protecting the public through the activities conducted as part of the Places of Worship (POW) Protective Security Funding Scheme.

The Home Office may share your information with other organisations in the course of carrying out our functions, or to enable others to perform theirs.

To process your individual application
The personal data provided on the application form will be collected by Esotec Limited and processed by the Home Office to conduct due diligence checks. The personal data may also be shared with the Charity Commission in order to conduct these checks.

The Home Office will share the place of worship’s data with members of an Independent Advisory Panel. Individuals’ personal data will not be shared with the Panel. The Panel is made up of representatives from the police as well as, Sikh, Hindu, Muslim and Christian communities, who have expertise on security issues in relation to their faith buildings. The panel will make recommendations to the Home Office on the allocation of funding under the POW scheme.

The Home Office will share your personal data with local authority employed Community Coordinators, this will be limited to your contact details so that they can guide you through the process of receiving Places of Worship funding and help support your local work.

Should the Home Office suspect an individual or an organisation of improper use of grant funding, your personal data can be shared with the Charity Commission and law enforcement organisations.
The personal data provided will also be used by the Home Office to send communications to you that are related specifically to your grant application and (in the case of successful applicants) delivery.

**To evaluate the scheme overall**

In your application form for the POW scheme the Home Office have asked whether you agree for your application form details, including contact details, to be shared with the National Centre for Social Research (NatCen), an independent research agency. This information sharing is purely for research and evaluation purposes and will have no impact on the outcome of your application.

If you agree to share this information, the Home Office will share your application form data with NatCen via a secure file transfer system. NatCen will analyse your application form data to understand the different places of worship that have applied for the POW scheme and their experiences completing the application form. They may also contact you for a follow up interview to help understand how to improve the POW scheme. Any information reported by NatCen will be confidential and anonymised and will have no effect on the outcome of your application.

More information about NatCen can be found here: [http://natcen.ac.uk](http://natcen.ac.uk).
More information about the ways in which NatCen may process your data can be found here: [http://www.natcen.ac.uk/placesofworship-privacy](http://www.natcen.ac.uk/placesofworship-privacy).

More information about the ways in which the Home Office may use your personal information, including the purposes for which we use it, the legal basis, and who your information may be shared with can be found in the Home Office [personal information charter](http://natcen.ac.uk/placesofworship-privacy).

**Storing your information**

Your personal information will be held for seven years for the purpose for which it is being processed and in line with departmental retention policy. More details of this policy can be found [here](http://natcen.ac.uk/placesofworship-privacy).

**Requesting access to your personal data**

You have the right to request access to the personal information the Home Office holds about you. Details of how to make the request can be found in the Home Office [personal information charter](http://natcen.ac.uk/placesofworship-privacy).

**Other rights**

In certain circumstances you have the right to:
1. object to and restrict the use of your personal information, or to ask to have your data deleted, or corrected.
2. (where you have explicitly consented to the use of your personal data and that is the lawful basis for processing) the right to withdraw your consent to the processing of your data and the right to data portability (where processing is carried out by automated means)

Questions or concerns about personal data

If you have any questions or concerns about the collection, use or disclosure of your personal information please contact the Home Office via the contact details found in the Home Office personal information charter.

You have the right to complain to the Information Commissioner’s Office about the way the Home Office is handling your personal information. Details on how you do this can be found in the Home Office personal information charter.