

DATA CONFIDENTIALITY POLICY

Agreement

The data that is encountered from time to time in the course of UWSL and Promise Partnership work (“Data”) is intended for continuous improvement around shared community goals. Intended uses for the Data include: recruiting students into initiatives; providing targeted support(s) to students; tracking progress and outcomes; and developing, aligning and implementing interventions aimed at moving community-level indicators.

The Data is a reflection on the entire community, which shares accountability for current reality and for future results. It is not, and cannot be used, as evidence of the success or failure of one particular program, organization, sector, or population. It cannot be used in communications with media, funders, or the general public without the written permission of the Data provider(s) and without complete context and clear acknowledgement of the broadly shared accountability for results.

The guiding principle in sharing the Data is the protection of clients’ information. By informing students, families, and data contributors about how information about them will be used and by protecting it when it is provided, we will develop more trust in our communities. This agreement is part of a practice developed to maintain this trust.

The Data that is encountered from time to time in the course of Promise Partnership work^{1,2} was compiled to drive continuous improvement around shared community goals in one or more Promise Partnerships; is a reflection on our entire community, which shares accountability for current reality and future results; and is not and cannot be used to indicate the success or failure of any one program, school, organization, partnership, or population. **Further, the Data may not be shared or discussed with any other party, unless such party has been approved by the relevant Promise Partnership to see the data and has signed a data confidentiality agreement substantially similar to this one.**

Data compiled and presented by an institution about its own programs, initiatives, etc. may be used by that institution according to the policies and practices of that institution without restriction. UWSL is not held accountable for data use presented by a specific institution about its own programs. **In no case may the Data be shared with media, funders, and/or the general public, without written permission of the agency that provided the Data.**

¹ While we recognize that the data we discuss may be available in the public domain, such public data is often difficult to find and interpret. Because we have *formatted* this data in ways not previously done, we consider it Promise Partnership data. As such, it should not be shared outside of this meeting/project/communication.

² The guidance above applies to data collected by organizations *other than your own*.

Note that sharing – verbally or in writing – any or all of this data could result in a termination of relationship with UWSL and/or termination of other supports provided by UWSL and/or legal action.

Recognizing that we all have occasion to invite support of Promise Partnership work, UWSL maintains a list of data points that staff, Board members, and partners are encouraged to use to described needs and successes. If you need a copy, please ask a Collective Impact staff member.³

Adopted by the Board of Directors, United Way of Salt Lake, on this 13th day of March, 2014

Allen B. Alexander
Chair, Board of Directors

³ A rich array of education, income and health data is widely available to the general public, and UWSL promotes referencing these sources prior to requesting access to non-publically available data. Data on proficiency, growth, school grades and demographics (including mobility and low income rates), and more is available in the Utah State Office of Education's PSD Gateway. Reports on graduation rates by school and by certain sub categories and other education outcomes are also available on USOE's website. Census data is available on the [Utah Community Data Project's](#) website, and at census.gov. Data on health insurance, health access, healthy system factors, risk and resiliency factors, and community health indicators and other health outcomes are available on the Utah Department of Health's website. Reference in particular [IBIS-PH Indicator-Based Information System for Public Health](#) and [Utah Behavioral Risk Factor Surveillance System](#).

DATA CONFIDENTIALITY POLICY

Receipt and Acknowledgement

Signatures

I have read and understand United Way of Salt Lake's Data Confidentiality Policy. I will not share nor discuss the Data – verbally or in writing – with any other party (unless that party has signed a data confidentiality agreement substantially similar to this one). I agree that, in explaining our Collective Impact work, I will use information that is widely available to the general public. Further, I will immediately notify UWSL if I become aware of any actual or potential unauthorized data disclosure and understand that in no cases may the Data be shared with media, funders, and/or the general public, without written permission of the agency that provided the Data. Sharing – whether verbally or in writing – any or all of this Data could result in a termination of relationship with UWSL and/or termination of other supports provided by UWSL and/or legal action. Finally, I understand that even if UWSL does not distribute this Form at a convening where data is discussed, UWSL does not waive the above requirements for confidentiality.

Name (*print*): _____ Date: _____

Signature: _____