

## WATER PROGRAMS DATA POLICY

### 1. Why do we collect data on charity: water funded programs?

We collect data across our diverse portfolio of partners and programs to: 1) understand the impact of the programs we fund on the communities they intend to serve, 2) guide program improvements and strategies that maximize program effectiveness, and 3) inform future funding priorities and decisions.

### 2. What kinds of data do we collect?

Data are collected on various aspects of our partners' programs, including but not limited to: 1) project data such as water point locations, characteristics, and number of daily users; and 2) program monitoring data, including outcome indicators of access to, and quality of, water, sanitation, and hygiene services, and indicators of water point functionality over time.

### 3. How is data collected and stored?

charity: water works with its partner organizations to collect survey data from community and household members, water quality test data, water point flow sensor data, and other information. It is preferred and recommended that data are collected electronically on mobile survey tools, but it may also be collected on paper forms and then entered into electronic form. Data is stored on a cloud-based, secure server accessible to essential charity: water employees or contractors. This cleaned data is also de-identified and archived on a secure server for at least 5 years. Data collected by grantee partner organizations is also stored, managed, and used by those organizations according to their own internal policies.

### 4. Who owns and will have access to the collected data?

Raw data collected on charity: water partners' programs belongs to both charity: water and the grantee partner organization. We encourage partner organizations to analyze and use the data to inform program and strategy decisions internally, and to share results with relevant stakeholders and beneficiaries. Data sets that are cleaned, validated, and de-identified of both respondent information and the partner organization's name by charity: water may be made available externally for research purposes.

### 5. How do we use the collected data?

As stated above, charity: water collects data to understand impact, guide program improvements, and inform future funding decisions. The information garnered from analysis of this data will be used by charity: water to inform internal decisions on future programs - whether that be technologies to pursue, or investments in improving functionality of past projects. Any analysis or reports produced by charity: water from the data collected will also be shared with the partner for their use and any onward sharing of data back to communities and/or local governments.

As a by-product of this primary use, charity: water also reserves the right to report summary results in its own communications with donors, board members, employees, and colleagues in the water, sanitation, and hygiene industry. Learnings and insights from our data may be used for marketing and fundraising purposes, and in reporting to donors on the impact of their support. Data may also be used for conference presentations or peer-reviewed publication. In this case, charity: water will allow the grantee organization to review the content prior to submission, and to elect to remove its name from any published or publicly presented materials.

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## **6. What precautions will we take to safeguard personal information?**

We take great care to protect the rights and welfare of those who have agreed to provide information to us. We collect personal data in accordance with ethical guidelines for human subjects research as set by the United States Office for Human Research Protections. Before collecting any personal information, informed consent must be provided by individuals. Confidentiality of individuals is maintained by de-identifying data before sharing it with anyone. This includes the separation of any personally identifying information including, but not limited to, respondents' names and household GPS coordinates.

*This data policy is subject to periodic review and revision by charity: water.*