

## PRIVACY POLICY

### 1. Who we are:

PLAY/ACT - Placemaking as Youth Activism is a European project funded by the Erasmus+ Programme. The Erasmus+ Programme is the EU instrument to support the educational, professional and personal development of people in education, training, youth and sport, as well as to contribute to sustainable growth, quality jobs and social cohesion, to drive innovation and to strengthen European identity and active citizenship.

The main objectives of the project Play/Act - Placemaking as Youth Activism are three:

1. To prototype and test a framework of a community-centred cross-disciplinary course, encouraging the adoption of these practices in higher education.
2. To promote the participation of young people as active agents of citizenship and urban and social transformation, empowering them to seek solutions to community problems through placemaking tools.
3. To create awareness among young people that placemaking processes shall be implemented in a logic of dialogue with the community and with local stakeholders, and consideration for the cultural, social and environmental contexts.

PLAY/ACT is led by \_ARTERIA\_LAB - University of Évora. The consortium is also composed of KÉK - Kortárs Építészeti Központ, Community Impact, University of Extremadura, Junta de Extremadura and Matera Hub.

### 2. How we collect your personal data:

We gather personal data both directly and indirectly. We obtain personal data directly from individuals in the following ways:

- When an individual registers to attend meetings and events;
- When an individual participates in an interview, survey or focus group organized by us.

We obtain personal data indirectly about individuals from a variety of sources, including:

- When establishing partnerships with key stakeholders;
- Public and open data sources such as public registers, news articles and internet searches;
- Social and professional networking platforms.

### 3. What type of data do we collect?

We only collect data that is strictly necessary for the implementation of the project. This data falls into the following categories:

- Contact details (name/ surname, e-mail address, street address, mobile phone number);
- Professional information (job title, organization, field of expertise);
- Demographics (e.g. age, gender, nationality);
- Information related to what a person knows, believes or thinks about the topics of the project.
- Videos and photos (from people that attend our events).

### 4. Bases of lawful processing

We process personal data on the following legal bases:

1. Legal obligations - for processing activities required for compliance both with applicable national and European legislation (Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018) on the protection of individuals with regard to the processing of personal data, as well as with the specific legal and regulatory framework of the Erasmus+ Programme.
2. Consent – for processing activities such as organization of surveys and interviews, completing of questionnaires and dissemination of project's results.
3. Contractual obligations - for processing activities such as reporting to the European Commission and complying with the project's dissemination obligations.

### 5. What we do with an individual's personal data:

- Conduct research (e.g. interviews, surveys);
- Disseminate the project's results to different types of stakeholders and in several platforms (e.g. in each partner's official website);
- Send invitations and provide access to our events;
- Complying with contractual, legal, and regulatory obligations.

### 6. Do we share personal data with third parties?

We may occasionally share personal data with trusted third parties to help us deliver efficient and quality results, such as the European Commission, according to our relevant contractual obligations.

## 7. Your rights

You have the following rights regarding our processing of your personal data:

- Right to withdraw consent – You can withdraw consent that you have previously given to one or more specified purposes to process your personal data. This will not affect the lawfulness of any processing carried out before you withdraw your consent.
- Right of access – You can ask us to verify whether we are processing personal data about you and if so, to have access to a copy of such data.
- Right to rectification and erasure – You can ask us to correct our records if you believe they contain incorrect or incomplete information about you or ask us to erase your personal data after you withdraw your consent to processing or when we no longer need it for the purpose it was originally collected.
- Right to restriction of processing – You can ask us to temporarily restrict our processing of your personal data if you contest the accuracy of your personal data, prefer to restrict its use rather than having us erase it, or need us to preserve it for you to establish, exercise or defend a legal claim. A temporary restriction may apply while verifying whether we have overriding legitimate grounds to process it. You can ask us to inform you before we lift that temporary processing restriction.
- Right to object – You can object to our use of your personal data for direct marketing purposes, including profiling or where processing has taken the form of automated decision-making. However, we may need to keep some minimal information (e.g., e-mail address) to comply with your request to cease marketing to you.
- Right to make a complaint to your local Data Protection Authority (DPA) (see [https://ec.europa.eu/justice/article-29/structure/data-protection-authorities/index\\_en.htm](https://ec.europa.eu/justice/article-29/structure/data-protection-authorities/index_en.htm)) regarding any concerns you may have about our data handling practices.

To ask us to do anything of the above, you can contact us by email: [arterialab@uevora.pt](mailto:arterialab@uevora.pt). We will promptly examine your request against the relevant requirements of the laws and regulations governing privacy and personal data protection and we will answer the latest within 30 days after receiving your request. We will ask you for some kind of identification (e.g. photocopy of your identity card or passport) to avoid the non-authorized reveal of your personal data. If for reasons of the complexity of the request or a multitude of requests, we are unable to respond promptly, we will notify you within 30 days of any delay, which in no case may exceed two months from the expiration of the 30-day deadline.

## 8. How long do we retain personal data?

We retain personal data in order to complete the project's proposed objectives, meaning that until the end of the project we may use your personal data. We will stay in contact with individuals and comply with applicable laws, regulations, and contractual obligations to which we are subject. Please note that we have an obligation to retain data concerning projects funded by the European Union for at least five years after the end of the project.

## 9. Disclaimer of liability for third-party websites

Although our official website may contain links to third-party sites, including the sites of the consortium partners, we are not responsible for the privacy practices or content of these sites and we expressly disclaim any liability for any loss or damage that may be caused by the use of these links. We do not monitor the privacy practices or the content of these sites. If you have any questions about the privacy practices of another site, you should contact the site's responsible personnel. We suggest you read the privacy policy of each website you interact with, before allowing the collection and use of your personal data.

We may also provide social media features that allow you to share information on your social networks and interact with our project on various social media sites. The use of these social media features may result in the collection or sharing of information about you. We recommend all individuals check the privacy policies and regulations of the social networking sites they interact with so that they can be sure that they understand what information may be collected, used and disclosed by these sites.

## 10. Revisions of this Privacy Policy

The Privacy Policy is valid during the lifetime of the project. We reserve the right to revise this Policy at any time.