

## **Data Privacy Act Statement and Consent Form**

In accordance with the Minnesota Government Data Practices Act, the Minneapolis Community Development Agency (MCDA) is required to inform you of your rights regarding the private data collected from you. Private data is information which is available to you, but not to the public, such as your loan amount, tax returns, and social security number.

Private data, collected from you or from other agencies authorized by you, is used to determine your eligibility for programs administered by the MCDA and the Center for Energy and Environment on behalf of your neighborhood organization. You must provide all the requested information on the application, except for that relating to your race. If you do not supply the required information, we will not be able to determine your eligibility.

The use of the private data we collect is limited to that necessary for administering, managing, and providing our services and programs. Persons or agencies with whom this information may be shared include:

- 1) Your Neighborhood Organization – (restricted to the borrower’s name, rehab address, loan amount, and NRP loan repayment data to allow projecting and planning the use of program income and additional pertinent data to permit appropriate program monitoring and planning).
- 2) Neighborhood Revitalization Program (NRP) Policy Board staff (restricted to data required for the preparation of annual or special reports or data to allow program planning).
- 3) Center for Energy and Environment, the program administrator (restricted to personnel administering and conducting the programs).
- 4) MCDA personnel administering and conducting the programs.
- 5) Those individuals or agencies to whom you give your written permission.

Unless otherwise authorized by state statute or federal law, other government agencies using the reported private data must also treat the information as private. You may wish to exercise your rights as contained in the Minnesota Government Data Practices Act. These rights include:

- 1) The right to see and obtain copies of the data maintained on you.
- 2) The right to be told the contents and meaning of the data.
- 3) The right to contest the accuracy and completeness of the data.

**I have read and understand the above information regarding my rights as a subject of government data and consent to the release of certain information as described above to the parties listed herein.**

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**Date**

**Applicant Signature**

**Co-Applicant Signature**

**THIS FORM MUST BE SUBMITTED WITH THE LOAN APPLICATION.**