

COMHOM SUBGRANTING CALL PRIVACY NOTICE

Introduction

This Privacy Notice governs the use and storage of your personal data in relation to your participation as a Representative of an applicant organisation in the COMHOM Sub-granting call. This Sub-granting call is part of the COMHOM project, funded by the EU. The COMHOM project (ESF-2023-HOMELESS, grant no. 101172624) aims to tackle homelessness through data-driven digital tools and a robust monitoring and evaluation (M&E) framework.

Identity of the Data Controller

Fundació Privada per la Recerca i Docència Sant Joan de Déu, established in Santa Rosa, 39-57 08950 Esplugues del Llobregat (Barcelona), Spain [FSJD-CERCA] is the data controller of your personal data. You can contact FSJD-CERCA at any time using the following contact details: Frecerca.internacional@sjd.es.

Identity and Contact Details of the Data Protection Officer

We have appointed a Data Protection Officer ("DPO") who is responsible for overseeing our privacy practices and our compliance with applicable data protection laws. You can contact our DPO via email, by writing to eduard.puig@sjd.es.

How we will collect and use your personal data

When you apply for the COMHOM Sub-granting call as a Representative of an applicant organisation, we will collect the following personal identifying information:

- Title (Mr., Mrs., Dr.)
- Gender
- First name
- Last name
- Email Address
- Position in the organisation
- Department
- Phone Number

We do not process Personal Data for automated decision-making activities or profiling.



Purpose of the processing and legal basis

The purpose of processing your personal data is for managing and carrying out all the activities related to the COMHOM Sub-granting call. This includes processing applications, communicating with applicants, evaluating proposals, and managing the awarding procedure.

We are relying on Article 6(1)(b) GDPR (processing is necessary in order to take steps at the request of the data subject prior to entering into a contract).

Additionally, if necessary, your data could be processed to fulfill legal obligations. The legal basis of the processing is the necessity to comply with a legal obligation to which the controller is subject (Art. 6(1)(c) GDPR). Sometimes we may also need to use your data to defend or establish our rights. The legal basis of the processing is our legitimate interest in defending our rights (Art. 6(1)(f) GDPR). In these cases, the data will be held for the time required by law or authority or for the time necessary to enforce or defend our right.

Protecting your personal data

Data collection and processing for the COMHOM Sub-granting call will follow a structured approach to ensure security, confidentiality, and compliance with data protection regulations.

- **Data security, storage and access:** All personal data collected will be handled with the highest regard for your privacy. Data will be securely stored in a restricted-access system managed by FJSD-CERCA, accessible only to designated FJSD-CERCA staff involved in the COMHOM Sub-granting call.
- **Data sharing:** We will not disclose your personal identifying information to third parties without a proper legal basis. Anonymized or aggregated data about your organisation and organisation's application that does not identify you as an individual will be shared with partners of the COMHOM Project, with the Evaluation Panel and with the European Commission to allow for the analysis and evaluation of your application, achieving the purposes of this Project or for scientific research purposes. Moreover, we ensure that our suppliers, acting as Data Processors, will only process your personal data under appropriate confidentiality and security obligations and in accordance with our instructions and this Policy.

Transfer of personal data to Other Countries Outside the EEA

We primarily store your personal data in the EU. However, we might rely on suppliers based outside the EU (e.g., for IT services) which can have access to the data for the provision of some services. In this case, the transfer occurs in accordance with the safeguards set out in Chapter V of the GDPR (adequacy decision or, in the absence, on the basis of the Standard Contractual Clauses adopted by the EU Commission). If you wish to know more about these transfers, please contact us.

How long we will keep your data

Personal data will be collected, analyzed, and stored by FJSD-CERCA for the duration necessary to manage the COMHOM Sub-granting call and to comply with any applicable legal, contractual, or auditing requirements. This period will be the duration of the COMHOM project plus five years after the project conclusion, except where an extension is needed in line with instructions of the competent authorities.



Your rights

You have the right to request that we:

- provide you with information as to whether we process your data and details relating to our processing, and with a copy of your personal data;
- rectify any inaccurate data we might have about you without undue delay;
- complete any incomplete information about you;
- under certain circumstances, erase your Personal Data without undue delay;
- under certain circumstances, be restricted from processing your data;
- furnish you with the Personal Data which you provided us within a structured, commonly used and machine-readable format when the processing is based on consent or on a contract.

Requests for any of the above should be addressed by email to Frecerca.internacional@sjd.es. Your request will be processed within 30 days of receipt. Please note, however, it may not be possible to facilitate all requests, for example, where FJSD-CERCA is required by law to collect and process certain personal data.

It is your responsibility to let FJSD-CERCA know if your contact details change.

Queries, Contacts, Right of Complaint

You can contact FJSD-CERCA at Frecerca.internacional@sjd.es. You can contact the Data Protection Officer at eduard.puig@sjd.es. You have a right to lodge a complaint with the Data Protection Supervisory Authority in your country of residence, place of work, or the place of the alleged infringement if you consider that the processing of your personal data infringes the GDPR.

Last updated 14.05.2025

