

18800

# ASAP Ministries

PO Box 84, Berrien Springs, MI 49103 Tel (269) 471-3026 Fax (269) 471-3034 Email [office@asapministries.org](mailto:office@asapministries.org)

February 18, 2021



Dear [REDACTED]:

We are writing to advise you of a data security incident involving a company called Blackbaud, Inc. ("Blackbaud"). Blackbaud is a cloud database and fundraising management tool that provides services to over 7,000 US nonprofit organizations. ASAP Ministries contracts with Blackbaud to store our donor information within Blackbaud's self-hosted environment.

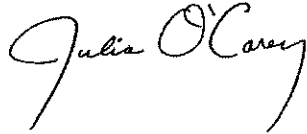
On July 16, 2020, Blackbaud notified us, as well as hundreds of other organizations that use its products, that it was impacted by a ransomware event. According to Blackbaud, in May 2020, an unauthorized third party attempted to deploy ransomware within Blackbaud's environment. Blackbaud was able to prevent the ransomware from encrypting its files but some of its data was exfiltrated out of its systems. Blackbaud encrypts most of the data it stores, but some of the less sensitive fields are left unencrypted. As a result, the person who gained access to Blackbaud's network could have accessed your name, demographic information such as address, date of birth, email address, credit card information, as well as donor profile information, such as donation history. Additionally, for some individuals, information such as prayer requests may have been impacted. According to Blackbaud, the incident did not impact Social Security numbers.

Upon learning of the incident, we reviewed our internal records to identify who may have been affected. We also worked diligently with Blackbaud to obtain additional information about the nature of the event to determine the risk to your personal information. This time-consuming laborious process included professional legal consultation. We felt the effort was necessary to confirm the security of your information and to communicate accurately with you. Blackbaud has provided periodic additional information about the incident since its original communication in July. At this time, we have determined that some of your personal information, as defined above, may have been affected by the incident. **We are not aware of any instances of fraud or identity theft arising out of the incident, and Blackbaud has assured us that any sensitive information that could lead to a risk of identity theft was encrypted and therefore inaccessible to the bad actor.** We have found no evidence contrary to Blackbaud's assurances. Nonetheless, out of an abundance of caution, we wanted to provide you this courtesy notice of the incident.

We value the trust you place in us and take our responsibility to safeguard your personal information seriously. We are praying for continued protection over all of us and trust that God has us each in the palm of His hands. We apologize for any inconvenience or concern this incident

might cause. If you have any questions, please call our toll free line 1-866-365-3541 from 9:30 AM-12:00 PM and 1:30 PM-5:00 PM EST, Monday through Thursday.

Sincerely,

A handwritten signature in black ink that reads "Julia O'Carey". The signature is fluid and cursive, with the first name "Julia" and last name "O'Carey" clearly distinguishable.

Julia O'Carey  
ASAP Ministries  
Executive Director

## Additional Information

Although we feel the incident does not create a danger of identity theft or fraud, we want to make sure you can get more information about these issues. The Federal Trade Commission (FTC) is a good resource and can be reached at [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft) or by calling 1-877-ID-THEFT (1-877-438-4338). You may also mail them at Federal Trade Commission, 600 Pennsylvania Avenue, NW, Washington, DC 20580. You can also contact the national credit reporting agencies at:

Equifax	Experian	TransUnion
1-866-349-5191	1-888-397-3742	1-800-888-4213
<a href="http://www.equifax.com">www.equifax.com</a>	<a href="http://www.experian.com">www.experian.com</a>	<a href="http://www.transunion.com">www.transunion.com</a>
P.O. Box 740241	P.O. Box 2002	P.O. Box 2000
Atlanta, GA 30374	Allen, TX 75013	Chester, PA 19016

You may wish to review the tips provided by the FTC on fraud alerts, security/credit freezes and steps you can take to avoid identity theft. For more information and to contact the FTC, please visit [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft) or call 1-877-ID-THEFT (1-877-438-4338). You may also contact the FTC at Federal Trade Commission, 600 Pennsylvania Avenue, NW, Washington, DC 20580.

**Credit Reports:** You may obtain a free copy of your credit report once every 12 months from each of the three national credit reporting agencies by visiting [www.annualcreditreport.com](http://www.annualcreditreport.com), by calling toll-free 1-877-322-8228, or by completing an Annual Credit Report Request Form and mailing it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348. You can print a copy of the request form at <https://www.annualcreditreport.com/manualRequestForm.action>.

Alternatively, you may elect to purchase a copy of your credit report by contacting one of the three national credit reporting agencies. Contact information for the three national credit reporting agencies for the purpose of requesting a copy of your credit report or for general inquiries is as follows:

Equifax	Experian	TransUnion
1-866-349-5191	1-888-397-3742	1-800-888-4213
<a href="http://www.equifax.com">www.equifax.com</a>	<a href="http://www.experian.com">www.experian.com</a>	<a href="http://www.transunion.com">www.transunion.com</a>
P.O. Box 740241	P.O. Box 2002	P.O. Box 2000
Atlanta, GA 30374	Allen, TX 75013	Chester, PA 19016

**Fraud Alerts:** You may want to consider placing a fraud alert on your credit report. A fraud alert is free and will stay on your credit report for one (1) year. The alert informs creditors of possible fraudulent activity within your report and requests that the creditor contact you prior to establishing any new accounts in your name. To place a fraud alert on your credit report, contact any of the three national credit reporting agencies using the contact information listed above. Additional information is available at [www.annualcreditreport.com](http://www.annualcreditreport.com).

**Credit and Security Freezes:** You may have the right to place a credit freeze, also known as a security freeze, on your credit file, so that no new credit can be opened in your name without the use of a PIN number that is issued to you when you initiate the freeze. A credit freeze is designed to prevent potential credit grantors from accessing your credit report without your consent. If you place a credit freeze, potential creditors and other third parties will not be able to get access to your credit report unless you temporarily lift the freeze. Therefore, using a credit freeze may delay your ability to obtain credit. Unlike a fraud alert, you must separately place a credit freeze on your credit file at each credit reporting company. Since the instructions for how to establish a credit freeze differ from state to state, please contact the three major credit reporting agencies as specified below to find out more information:

**Equifax**

1-800-349-9960

[www.equifax.com](http://www.equifax.com)

P.O. Box 105788

Atlanta, GA 30348

**Experian**

1-888-397-3742

[www.experian.com](http://www.experian.com)

P.O. Box 9554

Allen, TX 75013

**TransUnion**

1-888-909-8872

[www.transunion.com](http://www.transunion.com)

P.O. Box 160

Woodlyn, PA 19094

If you do not have internet access but would like to learn more about how to place a security freeze on your credit report, contact the California Attorney General's Office at (916) 445-9555 to obtain information by phone, regardless of your state of residence.

Individuals interacting with credit reporting agencies have rights under the Fair Credit Reporting Act. We encourage you to review your rights under the Fair Credit Reporting Act by visiting [https://files.consumerfinance.gov/f/documents/bcfc\\_consumer-rights-summary\\_2018-09.pdf](https://files.consumerfinance.gov/f/documents/bcfc_consumer-rights-summary_2018-09.pdf), or by requesting information in writing from the Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

**Iowa Residents:** Iowa residents can contact the Office of the Attorney general to obtain information about steps to take to avoid identity theft from the Iowa Attorney General's office at: Office of the Attorney General of Iowa, Hoover State Office Building, 1305 E. Walnut Street, Des Moines IA 50319, 515-281-5164.

**Maryland Residents:** Maryland residents can contact the Office of the Attorney General to obtain information about steps you can take to avoid identity theft from the Maryland Attorney General's office at: Office of the Attorney General, 200 St. Paul Place, Baltimore, MD 21202, (888) 743-0023, <http://www.marylandattorneygeneral.gov/>.

**Massachusetts Residents:** Under Massachusetts law, you have the right to obtain any police report filed in regard to this incident. If you are the victim of identity theft, you also have the right to file a police report and obtain a copy of it. Massachusetts law also allows consumers to place a security freeze on their credit reports. A security freeze can be placed without any charge. A security freeze prohibits a credit reporting agency from releasing any information from a consumer's credit report without written authorization. However, please be aware that placing a security freeze on your

credit report may delay, interfere with, or prevent the timely approval of any requests you make for new loans, credit mortgages, employment, housing or other services.

**New York State Residents:** New York residents can obtain information about preventing identity theft from the New York Attorney General's Office at: Office of the Attorney General for the State of New York, Bureau of Consumer Frauds & Protection, The Capitol, Albany, New York 12224-0341; <https://ag.ny.gov/consumer-frauds/identity-theft>; (800) 771-7755.

**North Carolina Residents:** North Carolina residents can obtain information about preventing identity theft from the North Carolina Attorney General's Office at: North Carolina Attorney General's Office, Consumer Protection Division, 9001 Mail Service Center, Raleigh, NC 27699-9001; 877-5-NO-SCAM (Toll-free within North Carolina); 919-716-6000; [www.ncdoj.gov](http://www.ncdoj.gov).

**Rhode Island Residents:** We believe that this incident affected 17 Rhode Island residents. Rhode Island residents can contact the Office of the Attorney general at: Rhode Island Office of the Attorney General, 150 South Main Street, Providence, RI 02903, (401) 274-4400, [www.riag.ri.gov](http://www.riag.ri.gov). You have the right to obtain any police report filed in regard to this incident. If you are the victim of identity theft, you also have the right to file a police report and obtain a copy of it.

**Vermont Residents:** If you do not have internet access but would like to learn more about how to place a security freeze on your credit report, contact the Vermont Attorney General's Office at 802-656-3183 (800-649-2424 toll free in Vermont only).

**Washington, DC Residents:** Washington, DC residents can obtain information about steps to take to avoid identity theft from the Office of the Attorney General for the District of Columbia at: 441 4th Street, NW, Washington, DC 20001; 202-727-3400; [www.oag.dc.gov](http://www.oag.dc.gov).

This notification was not delayed by law enforcement.