

Vendor	Product	Purpose	Category/Data Type	Custodian	Data Collection Frequency	Data Update Frequency
Microsoft	Office 365	word processing spreadhsheets presentations	Documents & Presentations	IT Department	Daily	Daily
Microsaft	Exchange	email system	Electronic Mail, Contacts, Calendar	IT Department	Daily	Daily
QuickBooks	QuickBooks Accounting	Financial Management and Accounting	Finance Management, Vendor Information, Vendor Billing	Finance	Daily	Daily
Sage Group	Sage 50	Financial Management and Accounting	Finance Management, Vendor Information, Vendor Billing	Finance	Daily	Daily
GoDaddy	Web Hosting	District Website	Web pages, news and information	IT Department	Daily	Daily
Fusion Connect	Birch Communications	VOIP phone application	Phone directory	IT Department	Daily	Daily
Adobe	Adobe Acrobat	document sharing	file sharing	IT Department	as needed	as needed
SurveyMonkey	Standard	survey platform	survey	70 Strong and Community Grants	as needed	as needed
Paychex	Paychex	Payroll services Benefits Administration	Payroll and benefits	Finance	Daily	Daily
Versaic, Inc.	Versaic	web-based grants database	web pages, email, information	Community Grants Department	as needed	as needed