Vendor	Product	Purpose	Category/Data Type	Custodian	Data Collection Frequency	Data Update Frequency
		word processing				
		spreadhsheets	Documents &			
Microsoft	Office 365	presentations	Presentations	IT Department	Daily	Daily
			Electronic Mail, Contacts,			
Microsoft	Exchange	email system	Calendar	IT Department	Daily	Daily
			Finance Management,			
			Vendor Information,			
QuickBooks	QuickBooks Accounting	Financial Management and Accounting	Vendor Billing	Finance	Daily	Daily
			Web pages, news and			
GoDaddy	Web Hosting	District Website	information	IT Department	Daily	Daily
Convergence	Mitel telephone systems	VOIP	other	IT Department	as needed	as needed
Adobe	Adobe Acrobat	document sharing	file sharing	IT Department	as needed	as needed
				70 Strong and Community		
SurveyMonkey	Standard	survey platform	survey	Grants	as needed	as needed
			web pages, email,	Community Grants		
Versaic, Inc.	Versaic	web-based grants database	information	Department	as needed	as needed