

4. Who will have access to the software that is being purchased with grant funds?
5. What login controls are in place in the Clerk of Court's office to limit access to this software?
6. How often does Clerk of Court's Office require employees to update their password information?

7. Does the Clerk of Court's office have internal I.T. staff or contract I.T. support staff?

8. Who will be the primary point of contact within the Clerk of Court's office for the electronic data interface?

Name: _____

Phone: _____

Email: _____

9. What anti-virus software is in place for your workstations and servers within your office and which version is currently installed on these machines?

10. Who maintains the anti-virus software for your office environment, someone in your office, or your vendor (please provide contact information)?

Clerk of Court

Date