Exhibit 2

SOW-AGENCY-DIVISION-PROJECT NAME

State/County Agency:
Agency Contact:
Agency Email:
Agency Address:
Agency Phone:
HIC PM:
HIC PM Email:
HIC PM Phone:
Application Name:
Business Model:
Estimated Deployment Date:

Scope of Work and Deliverables

Delivery:

The "STATE" or "COUNTY" shall have fifteen (15) working days to review each deliverable and to either notify HIC of acceptance, or to provide HIC a detailed list of deficiencies that must be remedied prior to payment being made. In the event the "STATE" or "COUNTY" notifies HIC of material, non-compliance with the functional specifications, HIC shall correct the same within fifteen (15) working days, unless the "STATE" or "COUNTY" consents in writing to a longer period of time.

Table to filled out as sample below:

Milestone Schedule							
Task Duration	**Description**	**Deliverable**	**Role**	**Hours**	**Rate (h)**	**Total**	**Payment Schedule (includes GET)**
TBD	Signed Statement of Work	Signed SOW	N/A	N/A	N/A	N/A	
Kickoff Meeting	Determine Start of Project Work	Work Plan with dates for each deliverable presented					
	Wireframes		Developer	12	$80	$960	

5 weeks after kickoff meeting		1-2 facilitated workshops, Site architecture (Sitemap, Home page explorations), wireframes as needed	Sr PM	24	$120	$2,880	
15 working days after completed wireframes	Approval to proceed	Sign off					
1 week after wireframes are approved	Design prototype	Design prototype (Image mockups of key pages)	Developer	16	$80	$1,280	
			Sr PM	5	$120	$600	
15 working days after design prototype completed	Approval to proceed	Sign off					
4 weeks after design prototype approved	Beta deployment	Website deployed in TEST environment	Developer	80	$80	$6,400	
			Sys Admin	5	$100	$500	
15 working days after website deployed in test environment	**Approval to proceed**	**Sign off**					**20% payment ($3,141.36)**
1 week after site deployed to TEST	Testing, OHS training & review	1 training session for OHS personnel	Developer	8	$80	$640	
			Sr PM	5	$120	$600	
15 working days after testing website deployed in test environment	**Approval to proceed**	**Sign off**					**20% payment ($3,141.36)**
3 days after testing approval	Website live	Website deployed in PROD environment	Sys Admin	3	$100	$300	
			Developer	6	$80	$480	
			Sr PM	3	$120	$360	

15 working days after website deployed in PROD environment	Approval to proceed	Sign off					20% payment ($3,141.36)
N/A	Post Launch	Final invoice sent 90-days post launch					40% payment ($6,282.72)
			Work Totals	167	$1,080.00	$15,000.00	$15,706.80

NOTES:

Items that may affect delivery dates, i.e. Board that makes decisions only meets once per month, can be explained here.

Work Plan/Deliverables:

HIC is to provide a detailed description of all the tasks that are to be completed to accomplish each of the deliverables in the table above. This will serve a road map for the project.

Specific completion dates to be included for each deliverable within 2 days after contract is signed.

The following is an example of the deliverables to be provided by Contractor to Customer under this SOW:

PHASE 1 – Wireframes (July 1 – July 30)

• Writing XXXX application into XXXX (July 1 – July 4)
• Assistance with the transition to JSON (July 5 – July 10)
• Support to XXXX to implement updates or required changes to the application (July 11- July 30)
• Maintenance support

PHASE 2 - Design Prototype

• Writing XXXX application into XXXX
• Assistance with the transition to JSON
• Support to XXXX to implement updates or required changes to the application
• Maintenance support

PHASE 3 - Beta Deployment

- Writing XXXX application into XXXX
- Assistance with the transition to JSON
- Support to XXXX to implement updates or required changes to the application
- Maintenance support

PHASE 4 - Testing, OHS training & Review

- Writing XXXX application into XXXX
- Assistance with the transition to JSON
- Support to XXXX to implement updates or required changes to the application
- Maintenance support

HIC shall, at the commencement of project discussions, also identify and define all dependencies that may occur for each stage of the project and present those dependencies in writing, as part of this section, prior to signing of the SOW.

FEES - Include Total cost (including tax) and breakdown of all other fees (i.e. development, hosting, maintenance and support, and other fees).

Applicability of Transaction Fees:

Other HIC Fees:

Maintenance and Support Fees:

Invoice and Payment Schedule

The total not-to-exceed cost for this project is $XXX.00 and will be invoiced and paid 30-days after invoice is received according to the following schedule:

	Invoice Schedule			
Date	**Deliverable**	**Price**	**GE Tax**	**Total**
	Payment upon deployment of functional test system and "STATE" or "COUNTY" acceptance	$XXX.00	$XX.00	$XXX.00 (20%)
	Payment upon completion of testing and "STATE" or "COUNTY" acceptance	$XXX.00	$XX.00	$XXX.00 (20%)
	Payment after acceptance letter signed by "STATE" or "COUNTY" and submittal of application for launch to production environment	$XXX.00	$XX.00	$XXX.00 (20%)
	Payment at end of 90-day warranty period	$XXX.00	$XX.00	$XXX.00 (40%)
	TOTAL	$XXX.00	$XX.00	$XXX.000

Additional Responsibilities of State/County:

List set of responsibilities for STATE/COUNTY that are specific to this project.

Additional Responsibilities of HIC:

List set of responsibilities for HIC that are specific to this project.

Checklist of Services HIC Will Provide

Idea Development

☐ Analysis of existing processes, workflows and systems

- Roadmap creation
- Workflow process re-engineering
- Alternative solution exploration

Customer Service

- 24/7 customer service via phone, web chat, and email
- Monthly customer service statistics
- Technical support for users

Strategic Marketing

- Business cards and postcards
- Email and text notifications and reminders
- Posters and multimedia presentations
- Content modifications for online and offline collateral
- Social media integration

Project Management

- Agile process and experienced project teams
- Requirements collection and development
- Workflow reengineering
- Solution estimating
- Alternative approach planning and development

Web Design and Development

- Accessibility and 508 compliance
- 24/7 customer service support
- Java application development
- Mobile applications (Android and iOS)
- Responsive web design
- User feedback data pipelines
- User centered design
- User experience, user interface, and visual design
- Web Content Management Systems

Servers & Security

- Endeavor Data Center with 99.99% uptime
- Secured redundant UPS power systems
- Regular server monitoring and tracking
- 24/7 security and video surveillance
- Smoke detection and dry pipe fire systems

3rd Party Merchant Processing

- ☐ Level-3 PCI DSS compliance
- ☐ Secure configuration with external PCI scans
- ☐ Credit card and electronic check payments
- ☐ ACH and manual disbursements
- ☐ Chargeback and refund support
- ☐ Collection and frontline customer support for all payments
- ☐ Reporting modules