Attachment A

STATEMENT OF WORK

Scope of Work
The Subcontractor will complete tasks related to the development of a learning management system (LMS) utilizing Schoology’s enterprise package.

Key Personnel:
Boaz Chiim Dvir
Randell Duggins
Schoology (LMS consultant)

Tasks:
Subcontractor will:

- Research, negotiate and secure a robust Learning Management System (LMS) on which it will construct and host the 16 Doris Duke modules (eight in English, eight in Spanish).
- Assist ZERO TO THREE in designing an optimal feature set consistent with the project's objectives. All capabilities of the LMS will be available to ZERO TO THREE at no added fee. Features shall include but not limited to:
  - Research library for handouts, audio, and video
  - Methods for interacting with ZTT staff within the LMS
  - Bookmarking progress within modules
- Customize the LMS users’ interface (UI) to specifically meet the needs of this project.
- Optimize the LMS’ features to maximize the impact of the modules.
- Brand the LMS as ZTT.
- Pay for hosting and other technical costs.
- Manage the platform for two and a half years: the first 18 months, working on the platform (customizing the UI, etc.) and building the modules, the next 12 months, overseeing the implementation and usage of the platform.

Submit invoice and travel expense reimbursements to Shayla Thompson, ZERO TO THREE, 1255 23rd ST, NW, Suite 350, Washington, D.C. 20037.

Internal ZTT Billing: 551060