

Statement of Work

MOZILLA – Unconscious Bias Training 2015

This Statement of Work (SOW) is issued for Training and Consulting Services between Mozilla Corporation (“Mozilla”) and Aperian Global. This SOW is also referencing the Vendor Agreement (the “Agreement”) between Mozilla and Aperian Global dated August 19th, 2014.

Objective of Service:

Diversity and inclusion workshops to be held in 2015 for Mozilla are designed to develop an understanding of one’s unconscious biases and provide practical and positive ways to deal with biases that arise. See **Proposed Program Schedule**.

Fee Structure:

The following represents the breakdown of fees for services for the workshop and customizations of the Unconscious Bias Workshop

Program Design

- Diagnostic interviews and program design upon written confirmation by Mozilla contact (email being sufficient) USD 450/hr

Program Options A, B, or C:

A. Unconscious Bias Training for Leadership

Face-to-face Unconscious Bias Workshop

..... USD 8,000 (full day) | USD 5,500 (half day)

- One facilitator
- Executive audience
- Max of 25 participants

4 hour rehearsal before the Unconscious Bias workshop USD 1,800

- Preparatory session with facilitator and internal Mozilla contact

B. Unconscious Bias Training

Half-Day Face-to-face Unconscious Bias Workshop

..... USD 4,000 (one half-day session) | USD 7,200 (two half-day session)

- One facilitator
- Half day session
- Max of 25 participants
- Two half day sessions are held on the same day, at the same location, and with the same facilitator

Full Day Face-to-face Unconscious Bias WorkshopUSD 6,000

- One facilitator
- Full day session
- Max of 25 participants

C. Virtual Unconscious Bias TrainingUSD 5,000

- One facilitator
- Two virtual 120-minute session

Project Management

Dedicated Project Manager.....USD 1,500/mo

- Monthly retainer of a dedicated Project Manager
- Includes up to 3 hours per month of design and customization time
- Evaluated every three months to review progress and ensure terms continue to be mutually beneficial
- Billed monthly

Additional project management (with prior approval) USD 450/hr

Other

- Training Manuals (printing/shipping) *Added on a cost basis as approved by Mozilla (email is sufficient).*
- Out-of-Pocket expenses (airfare, ground transportation, lodging, meals, virtual call charges, if applicable, etc.) incurred while carrying out services *Added on a cost basis subject to Section 3 of the Agreement.*
- VAT *Added as applicable.*

Use of Intellectual Property	<p>Aperian Global has full rights to Aperian Global's tools, procedures, know-how, course material and derivative works thereof (whether or not then pre-existing), and methodologies ("Aperian Global Content"). Except as otherwise expressly permitted by this "Statement of Work" (SOW) or a separate SOW, Mozilla is prohibited from reproducing, selling, transferring, using or permitting the use of the whole of or any part(s) of the Aperian Global Content by Mozilla or any third party (including without limitation consultants and vendors). Mozilla further agrees that it is prohibited from using any or all parts of the Aperian Global Content for internal training or internal dissemination purposes except as expressly permitted pursuant to this SOW or a separate SOW of Aperian Global Content. For clarity, Mozilla and its employees and contractors participating in the Services provided under this SOW are permitted to use the Aperian Global Content in connection with the Services provided under this SOW, and Mozilla employees and contractors may retain Aperian Global Content for their personal use.</p> <p>To the extent that the services hereunder shall incorporate Aperian Global's proprietary online education tools, all access and use of such web tools shall be in accordance with, and subject to, the Terms of Use and Privacy Policy published at www.aperianglobal.com/portal.</p> <p>In addition, Mozilla retains all intellectual property rights in materials supplied to Aperian Global to perform the Services, including trademarks, logos, and photos, and Aperian Global obtains no rights to such materials.</p>
Postponement/Cancellation Policy	<p>In the event of cancellation or postponement of requested services, the following schedule will apply:</p> <ul style="list-style-type: none"> • 30-15 days prior to scheduled engagements: 1/3 of program fee, plus total expenses incurred to date. • 14-1 day(s) prior to scheduled engagement: 2/3 of program fee, plus total expenses incurred to date. • Within 24 hours of program: 100% of program, design, and development fees, plus total expenses incurred to date.
Billing Practices	<p>Aperian Global's Standard Billing Practices are available upon request.</p>
Additional Services	<p>Additional services can be added on a proposal-by-proposal basis for other types of work.</p> <p>If Mozilla requests additions/adjustments to the agreed-upon SOW that, in Aperian's reasonable judgment, will result in additional work for Aperian, Aperian will notify Mozilla and the parties will confer regarding such additional work and</p>

	expense. If Mozilla decides, in its discretion, to proceed with the additions/adjustments, additional work will be compensated at a rate of \$450/hour.
Billing & Currency	The work will be billed in USD through our offices in Oakland, USA. USD

Signature Page:

Company:	Mozilla	Aperian Global
Contract Person:	Dino Anderson	David Reilly
Address:	331 E. Evelyn Ave. Mountain View, CA 94041	1 Kaiser Plaza, Suite 785 Oakland, CA 94612 United States
Telephone:	212.694.1028	415.321.7936
Email:	dianderson@mozilla.com	dreilly@aperianglobal.com
Signature:		
	Date:	Date:

Proposed Program Schedule

Purpose of program schedule is to increase employee accessibility to UB trainings globally, deft coordination must happen in light of other professional development trainings, diversity of office cultures, company-wide events (e.g., work weeks, All-Hands, Summits), and the general iterative dynamics of tech culture.

Q1: January to March

- Dedicated Project Manager.....USD 4,500
- 8 Hours of Program Design and Customization.....USD 3,600
- Face-to-face Half-Day Unconscious Bias Workshop for LeadershipUSD 11,000
 - 2 x week of January 19th, 2015 in San Francisco Bay Area, CA
- 4 hour rehearsal before the Unconscious Bias workshopUSD 1,800
- Full Day Face-to-face Unconscious Bias WorkshopUSD 30,000
 - 2 x February 19th, 2015 in San Francisco Bay Area, CA
 - 1 x week of March 19th, 2015 in Toronto, Canada
 - 2 x March 19th, 2015 in San Francisco Bay Area, CA

Total: USD 50,900