DATE: July 11, 2023

TO: Council Members

FROM: James T. Butts, Jr., Mayor

SUBJECT: Mayoral Initiative – Agreement with Generation Connect

RECOMMENDATION:
It is recommended that the City Council approve a one (1)-year agreement with Generation Connect, in a total amount not to exceed $54,000, for the administration of a virtual digital program that will offer technology support, online educational services, and common interest bonding opportunities between Inglewood-area seniors and Inglewood-area high school teens. (General Fund)

BACKGROUND:
Generation Connect is a social impact community that utilizes engagement, enhancement, and entertainment to bring together seniors, affectionately called seasoned adults, and high school teens, to make the online digital experience affordable, accessible, and understandable.

Generation Connect bridges the divide between the younger and older generations through the principle of Generativity, the deliberate investment of time and attention to build nurturing relationships with another generation. Through Generativity, mutual respect, trust, and appreciation are developed between the generations, allowing the teens to receive life skills training and to benefit socially from the life experiences of seasoned adults while, in contrast, the seasoned adults benefit from teen engagement and mentorship, which have been shown to combat degenerative health effects.

The Generation Connect Program offers a safe and secure space for building virtual and hybrid connections between local high school teens and seasoned adults ages 50 and older. Shared interests are cultivated through technology support, online gaming, and common-interest bonding over several intergenerational program sessions.

In 2020, Generation Connect launched a successful pilot concept between some patrons of the Inglewood Senior Center and local public and private high school students. Today, Generation Connect has extended its reach to more than 50,000 individuals and growing across a host of schools, senior centers, youth organizations, churches, and senior residences.
DISCUSSION:
Generation Connect will establish a one (1)-year online virtual digital program that will operate out of the Computer Lab in the Inglewood Senior Center. This program will be free-of-charge to Inglewood-area seasoned adults and operate during regular business hours.

Each month for twelve (12) consecutive months, two (2) classes or cohorts will operate each month with a maximum of ten (10) teens and ten (10) seasoned adults per cohort. Inglewood-area teens will meet virtually with their assigned seasoned adult during designated school hours and receive Community Service credit for their participation.

By the program's conclusion, it is anticipated that up to 240 Inglewood-area teens and up to 240 Inglewood-area seasoned adults will have benefited from this innovative program, becoming more digitally confident online and creating supportive and long-lasting intergenerational relationships.

The services being provided by the Consultant are professional as contemplated by the Inglewood Municipal Code, Section 2-198.1(g) and are exempt from the City’s competitive bidding process:

(g) Professional Services. Nothing shall be construed to preclude the city from awarding a written contract for professional type services, as defined by case or statutory law, without complying with the provisions of this Article. The term “professional services” means services entailing a high degree of specialized technical or mental skill. Such services include attorneys, physicians, architects, engineers, appraisers, accountants, collection agency, detective agency, draftsman, mortuary, hospitals, escrow agency, travel agency, insurance broker, employment agency, advertising agency, real estate, chiropractics and optometry.

It is, therefore, recommended that the City Council approve a one (1)-year agreement with Generation Connect to administer a virtual digital program for the benefit of Inglewood-area seasoned adults and local high school teens at a cost not-to-exceed $54,000.

FINANCIAL/FUNDING ISSUES AND SOURCES:
Sufficient funds in the amount of $54,000 are available in the Fiscal Year 2022-2023 Budget under Account Code No. 001.099.9930.44899.01 (General Fund-Non-Departmental-Miscellaneous-Contract Services-Non-Departmental-Non-Legal) to fund this one (1)-year agreement.

DESCRIPTION OF ANY ATTACHMENTS:
Attachment No. 1 – Agreement with Exhibit A (Generation Connect Program Proposal/ Scope of Services)
Attachment No. 2 – Certificates of Insurance

PREPARED BY:
Claudette Matthews, Senior Administrative Analyst

COUNCIL PRESENTER:
James T. Butts, Jr., Mayor
APPROVAL VERIFICATION SHEET

MAYORAL APPROVAL:

James T. Butts, Jr., Mayor
ATTACHMENT NO. 1
AGREEMENT No.: ______

THIS AGREEMENT is made and entered into this ___ day of ____________, 2023, by and between the City of Inglewood, a municipal corporation and charter city ("City") and Generation Connect, Inc., a Delaware corporation, with its principal place of business located at 18811 Topham Street, Tarzana, CA 91335, hereinafter referred to as "Consultant”.

WHEREAS, Consultant is an organization that brings seniors and teenagers together in order to bridge the divide between the generations; and

WHEREAS, in 2020, Consultant piloted its program utilizing the Inglewood Senior Center and local schools; and

WHEREAS, City desires to engage Consultant to continue its Generation Connect Program to the benefit of up to 240 Inglewood area teens and up to 240 Inglewood area seasoned adults; and

WHEREAS, Consultant represents itself as being capable and qualified to perform such services;

WHEREAS, Consultant agrees that it has satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Agreement is based on such independent investigation and research; and

WHEREAS, the services that City seeks from Consultant are of a professional nature as contemplated by the Inglewood Municipal Code, Section 2-198.1(g) and are exempt for the City's competitive bidding; and

NOW, THEREFORE, in consideration of the premises, the parties hereto agree as follows:

ARTICLE 1 -- SCOPE OF CONSULTANT’S SERVICES

1.1. Scope of Services. Consultant agrees to perform the services as provided in its proposal as set forth in Exhibit "A" attached hereto and incorporated by reference. The Pre-Program Logistics shall be performed before the implementation of the
1. Generation Connect cohort program. Consultant shall facilitate two cohorts per month, for a period of twelve months. Consultant shall provide all labor, tools, materials, equipment, supplies, transportation and other services.

1.2. Licenses/Permits. Consultant shall obtain, at its own expense, all necessary licenses and permits, including but not limited to those required by the City of Inglewood, to perform the services contemplated by this Agreement.

1.3. Conflict of Interest. Consultant covenants that neither it, nor any of its employees, agents, contractors, and/or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Contract, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder.

1.4. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement.

1.5. Professional Practices. It is mutually agreed that City is relying upon the professional skill of Consultant as a specialist in the work. Consultant shall perform all services required by this Agreement in a first-class manner and shall conform to the highest and best professional standards of quality observed by a person practicing in Consultant's profession. Acceptance of the Consultant's work by City does not operate as a release of Consultant's representations.

ARTICLE 2 -- SCOPE OF CITY'S DUTIES

2.1 City shall provide Consultant with such necessary and appropriate information which it possesses and which are necessary for carrying out the work as outlined in Scope of Services.
ARTICLE 3 -- COMPENSATION

3.1 The total maximum compensation paid to Consultant for expenses and the performance of all services shall not exceed the sum of fifty-four thousand dollars ($54,000.00) for the duration of this Agreement. Consultant shall be paid at the following rates:

<table>
<thead>
<tr>
<th>Pre-Program Logistics</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Phase One / Promotion</td>
<td>$5,000</td>
</tr>
<tr>
<td>Phase Two / Signups</td>
<td>$1,000</td>
</tr>
<tr>
<td>Phase Three / Onboarding</td>
<td>$1,000</td>
</tr>
<tr>
<td>Phase Four / Pre-Implementation</td>
<td>$2,000</td>
</tr>
<tr>
<td>Subtotal:</td>
<td>$9,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Monthly Fee for Two Cohorts</th>
<th>Months</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$4,500</td>
<td>10</td>
<td>$45,000</td>
</tr>
</tbody>
</table>

Grand Total: $54,000

3.2 Invoices. All invoices submitted by Consultant shall be submitted on a monthly basis and shall contain: (1) date of invoice; (2) sequential invoice number; (3) City Agreement Number; (4) total Agreement Amount; (5) total invoice amount; (6) description of service or supplies provided; (7) Consultant's employee name providing service, time spent and hourly rate; (8) total billed to date; and (9) total amount remaining on Agreement. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

3.3 Documentation. Consultant shall be responsible for the cost of supplying all documentation necessary to verify the monthly billings to the satisfaction of City and shall certify, on each invoice, that it is entitled to receive the amount invoiced.
3.4 Additional Services. No compensation will be provided for any other task or service(s) without specific prior written consent from the City.

3.5 Consultant shall not charge and City shall not pay any finance charges and/or late fees on any overdue invoices.

ARTICLE 4 – NOTICES

4.1 Notices. Any notices given pursuant to this Agreement shall be deemed received and effective when properly addressed, postage prepaid, and deposited in the United States mail to the respective parties as follows:

City:
City Clerk
City of Inglewood
One Manchester Boulevard
Inglewood, CA 90301

Consultant:
Candace Walker
Generation Connect, Inc.
18811 Topham Street
Tarzana, CA 91335

With a copy to:
City Manager
One Manchester Boulevard
City of Inglewood
Inglewood, CA 90301

ARTICLE 5 – TERM & TERMINATION

5.1 Term. The term of this Agreement shall commence upon execution of this agreement and shall expire on October 31, 2024, unless otherwise terminated or suspended.

5.2 Notice of Termination. The City reserves and has the right and privilege of immediately canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, at any time, by providing written notice to Consultant. The termination of this Agreement shall be deemed effective upon receipt of the notice of termination. In the event of such termination, Consultant shall immediately stop rendering services under this Agreement unless directed otherwise by the City.
5.3 Compensation. In the event of termination, City shall pay Consultant for reasonable costs incurred and professional services satisfactorily performed, in the opinion of the City Manager, up to and including the date of City’s written notice of termination. City shall not be obligated to pay Consultant for any costs incurred or any professional services provided if Consultant violates any material provisions of this Agreement, or if the Consultant fails to provide the services required of this Agreement in a satisfactory manner as determined by the City Manager or his designee.

ARTICLE 6 -- NO AGENCY RELATIONSHIP

6.1 Independent Contractor. No agency relationship between Consultant and City is intended or created by this Agreement. Consultant is not authorized and shall not at any time or in any manner represent that it is an agent, servant, or employee of City; it being expressly understood that Consultant is and at all times shall remain a wholly independent contractor. Consultant shall have no authority to bind City in any manner, to incur any obligation, debt, or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred in writing by an authorized representative of City.

6.2 No Retirement/Health Benefits. Neither Consultant, nor any of Consultant’s officers, employees, or agents, shall obtain rights to retirement, health care, or any other benefits which may otherwise accrue to City’s employees. Consultant expressly waives any claim Consultant may have to any such rights. Consultant agrees to purchase its own worker’s compensation insurance for California.

6.3 CalPERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractors under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (CalPERS) to be eligible for enrollment in CalPERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant.
or its employees, agents, or subcontractors, as well as for the payment of any penalties
and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or
ordinance to the contrary, Consultant and any of its employees, agents, and
subcontractors providing service under this Agreement shall not qualify for or become
entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any
incident of employment by City, including but not limited to eligibility to enroll in CalPERS
as an employee of City and entitlement to any contribution to be paid by City for
employer contributions and/or employee contributions for CalPERS benefits.

ARTICLE 7 – OWNERSHIP OF DOCUMENTS

7.1 Ownership of Documents. All documents prepared, developed, or
discovered by Consultant in the course of providing any services pursuant to this
Agreement including but not limited to original studies, surveys, reports, data, notes,
computer files, and all other documents are and shall remain the sole property of the
City and may not be used, reused, or otherwise disposed of without the permission of
the City. Upon completion, expiration, or termination of this Agreement, Consultant shall
give City all such documents, including but not limited to original studies, surveys,
reports, data, notes, computer files, files, and other documents within ten (10) days of
delivery of termination notice, completion or expiration of this Agreement, at no cost to
City.

7.2 City understands that documents to be owned by the City shall not include
(x) materials and creations that are not specific to City (i.e. that are usable for other
unrelated projects), (y) pre-existing materials or creations, or (z) materials or creations
developed independently of the Services for City that are nevertheless used in
connection with such Services – at no extra charge to City.

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DBRENNEMAN\CONTRACT\Generation Connect
ARTICLE 8 --

CONFIDENTIAL INFORMATION, RELEASE OF INFORMATION

8.1 Confidentiality. All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Manager, except as may be required by law.

8.2 Subpoena Response. Consultant, its officers, employees, agents, or subcontractors, shall not voluntarily provide declarations, letters of support, and testimony at depositions, respond to a court order or subpoena, response to interrogatories, or other information concerning the work performed under this Agreement without City's prior written approval.

Consultant shall promptly notify City should Consultant, its officers, employees, agents, or subcontractors are served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request, court order, or subpoena from any party regarding this Agreement and the work performed thereunder. City retains the right to be present at any deposition, hearing, or similar court-ordered proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests served on Consultant and proposed responses thereto. However, this right to review any response does not imply or mean the right by City to control, direct, or rewrite said response.

8.3 Indemnification/Reimbursement. If Consultant, or any officer, employee, agent, or subcontractor of Consultant, provides any information of work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs, and fees, including attorney fees, caused by or incurred as a result of Consultant's negligence and/or wrongful conduct.
ARTICLE 9 – INSURANCE, HOLD HARMLESS AND BOND

9.1 Insurance Requirements:

9.1.1 Acceptability of Insurers. Insurance is to be placed with insurers authorized to conduct business in the State of California and have a current A.M. Best rating of not less than A:VI.

9.1.2 Insurance Verification. Consultant shall furnish the City with original certificates and amendatory endorsements affecting coverage required by this clause. The endorsements should be on forms provided by the City or on other than the City's forms, provided those endorsements or policies conform to the requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

9.1.3 Commencement of Services. Consultant, and/or sub-consultant, shall not commence services under this Agreement until it has provided evidence satisfactory to the City Attorney that it has secured all insurance required under this section. Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of work hereunder by the Consultant, his agents, representatives, or employees. The cost of such insurance shall be borne by the Consultant.

9.2.0 Minimum Scope and Limits of Insurance. Consultant shall obtain and maintain during the life of this Agreement all of the following insurance coverage:

9.2.1 Comprehensive general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury with a policy limit of not less than One Million Dollars ($1,000,000.00), combined single limits, per occurrence and aggregate.

9.2.3 [deleted]
9.2.4 Workers' compensation insurance as required by the State of California. Consultant agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving, subrogation rights under its workers' compensation insurance policy against the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.

9.2.5 Professional errors and omissions ("E&O") liability insurance with policy limits of not less than Two Million Dollars ($2,000,000.00). Consultant shall obtain and maintain, said E&O liability insurance during the life of this Agreement and for two (2) years after completion of the work hereunder.

9.3.0 Endorsements. The comprehensive general liability insurance and auto insurance policies shall contain or be endorsed to contain the following provisions:

9.3.1 Additional insureds: "The City of Inglewood and its elected and appointed boards, officers, agents, and employees are additional insureds with respect to this subject project and contract with City."

9.3.2 Notice: "Said policy shall not terminate, nor shall it be cancelled, nor the coverage reduced, until thirty (30) days after written notice is given to City. City will accept ten (10) days prior written notice for non-payment of premium.

9.3.3 Primary Insurance & Non-Contributing insurance: "This insurance is primary and any other insurance maintained by the City of Inglewood shall be excess and not contributing with the insurance provided by this policy."

9.4 Deductibles. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by City. No policy of insurance issued as to which the City is an additional insured shall contain a provision which requires that no insured except the named insured can satisfy any such deductible or self-insured retention.

9.5 Hold Harmless: Consultant agrees to hold City harmless from any liability for bodily or personal injury to or death of any person and for injury to or loss of any
property resulting from or arising out of the negligent or wrongful acts of Consultant, its
officers, employees, agents, or representatives, in performance or failure to perform any
services required by this Agreement.

ARTICLE 10 -- MISCELLANEOUS

10.1 Extra Work. Consultant shall not receive compensation for any services
provided outside the scope of services listed above unless approved by the City Council,
prior to Consultant performing the additional services, approves such additional
services in writing. It is specifically understood that oral requests and/or approvals of
such additional services or additional compensation shall be barred and are
unenforceable.

10.2 Authority to Sign Agreement. The person executing this Agreement on
behalf of the Consultant warrants that: (1) the Consultant is duly organized and existing;
(2) he/she is duly authorized to execute this Agreement on behalf of the Consultant; (3)
by so executing this Agreement, the Consultant is formally bound to the provisions of
this Agreement; and (4) the entering into this Agreement does not violate any provision
of any other Agreement to which the Consultant is bound.

10.3 Right to Audit. City shall have access to and the right to examine, audit,
excerpt copy or transcribe any pertinent transaction, activity, or record relating to this
Agreement. City auditors, at all reasonable times, shall have access to the offices of
Consultant and its subcontractors, and all necessary records, and shall be provided
adequate working area for the City auditors to conduct audits in compliance with this
Agreement. Such working area shall include: a desk, chair, calculator and telephone,
and shall have ready access to a photocopy and facsimile machine. City auditors shall
be allowed to interview any employee of Consultant and its subcontractors throughout
the term of this Agreement and for a period of three (3) years after final payment or longer
if required by law.

All materials, including all pertinent financial records and proprietary data, shall
be stored and maintained by Consultant at its main facility. Originals and/or copies of
such documents or records shall be provided, at Consultant's expense, directly to the City.

Where City has reason to believe that any of the documents or records required to be maintained pursuant to this section may be lost or discarded due to dissolution or termination of Consultant's business, City may, by written request, require that custody of such documents or records be maintained by the requesting party. Access to such documents and records shall be granted to City, as well as to its successors-in-interest and authorized representatives.

10.4 Non-Assignability. Consultant shall not assign any interest in this Agreement and shall not transfer any interest in the same, whether by assignment or novation, without prior written approval of City.

10.5 Prevailing Wages. Consultant is aware of the requirements of California Labor Code section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are subject to the Prevailing Wage Laws, Consultant agrees to fully comply with such Prevailing Wage Laws.

10.6 Equal Opportunity Employment. Consultant shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship or sexual orientation.

10.7 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.
10.8 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

10.9 Interpretation. The parties waive any benefits from the principles of contra proferentum and interpreting ambiguities against drafters. No party shall be deemed to be the drafter of this Agreement, or of any particular provision or provisions, and no part of this Agreement shall be construed against any party on the basis that the particular party is the drafter of any part of this Agreement.

10.10 Titles. Article titles, paragraph titles or captions contained herein are inserted as a matter of convenience and for reference, and in no way define, limit, extend, or describe the scope of this Agreement or any provision hereof.

10.11 Counterparts. This Agreement may be executed in counterparts, and when each party hereto has signed and delivered at least one such counterpart, each counterpart shall be deemed an original and, when taken together with the other signed counterparts, shall constitute one Agreement, which shall be binding upon and effective as to all parties hereto.

10.12 Severability; Invalidity. In the event that any condition or covenant herein is held to be invalid or void by any court of competent jurisdiction, the same shall be deemed severable from the remainder of the Agreement and shall in no way affect any other covenant or condition herein contained as long as the invalid provision does not render the Agreement meaningless with regard to a material term in which event the entire Agreement shall be void. If such condition, covenant, or other provision shall be deemed invalid due to its scope of breadth, such provision shall be deemed valid to the extent of the scope of breadth permitted by law.

10.13 Governing Law; Venue. This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Los Angeles, Superior Court, Southwest District, located at 825 Maple Avenue, Torrance,
California 90503-5058. In the event of litigation in the United States District Court, venue shall lie exclusively in the Central District of California, in Los Angeles.

10.14 Entire Agreement. This Agreement is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other Agreements or understandings, whether oral or written, or entered into between Consultant and City prior to the execution of this Agreement. No statements, representations or other Agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding unless in writing and duly executed by the parties or their authorized representatives.

IN WITNESS WHEREOF, the City of Inglewood and Consultant, have executed this Agreement as of the date first above written.

CITY OF INGLEWOOD

James T. Butts, Jr., Mayor

ATTEST:

Aisha L. Thompson, City Clerk

GENERATION CONNECT, LLC

Candace Walker, Founder/CEO

APPROVED AS TO FORM

Kenneth R. Campos, City Attorney
EXHIBIT “A”
Dear Ms. Matthews,

Thank you for the opportunity to serve the City of Inglewood’s teens and seasoned adults with Generation Connect’s award-winning program, which aims to bridge the generation gap and foster meaningful connections.

Enclosed with this letter, you will find the scope of work that outlines how our program will effectively address the services, benefits, recruitment process, enrollment capacity, content, success measures, and costs.

At Generation Connect, we understand the immense value of intergenerational relationships and the positive impact they can have on both teens and seasoned adults. We are excited to bring the program to the vibrant community of Inglewood.

The enclosed scope of work provides a detailed overview of the services and benefits offered through the GC program. It outlines the recruitment process, which includes targeted outreach campaigns and thorough assessments to select dedicated participants. We have carefully considered the enrollment capacity to ensure a personalized experience, with a maximum of 10 teens and 10 seasoned adults per cohort.

Moreover, the scope of work provides a comprehensive summary of the content covered during the cohorts. We have designed a curriculum that addresses various aspects of professional development, including communication skills, problem-solving, leadership, goal setting, and technology literacy. Additionally, we emphasize
intergenerational dialogue, cultural awareness, and community service to foster a sense of belonging and civic engagement among the participants.

Success measures are an essential component of the GC program. We have established key performance indicators to assess the impact of the program on both individual participants and the community as a whole. By evaluating factors such as improved communication, increased self-confidence, and strengthened community bonds, we can gauge the success and effectiveness of the program.

To ensure transparency, the enclosed scope of work includes a detailed breakdown of costs. We have taken into account the cost per person for both teens and seasoned adults, monthly expenses, and overall program costs. This breakdown provides a clear understanding of the financial investment required to implement the GC program in Inglewood.

Once again, I want to express my sincere gratitude for the opportunity to serve the Inglewood community. We are eager to begin making a positive difference in the lives of teens and seasoned adults, and we are confident that this program will enrich the fabric of the Inglewood community. We look forward to working closely with you and the City of Inglewood to make this initiative a resounding success.

If you have any further questions or require additional information, please do not hesitate to contact me. Thank you for your time and consideration.

Yours sincerely,

Candace Walker
Founder/CEO
Generation Connect, Inc.
SUMMARY OF SERVICES

Generation Connect is a seven-session virtual and hybrid program designed to bring together teens with neighborhood seasoned adults for engagement, enhancement, and entertainment services. Using electronic devices, teens attend trainings before connecting virtually with older adults – who can gather in the computer room at the Inglewood Senior Center with an on-site technical coordinator to assist during the virtual sessions with teens. Seasoned adults can also participate from the comfort of their homes.

A Generation Connect staffer facilitates the virtual connections which offer tech support, online gaming, and common interest bonding.

Each intergenerational session meets twice a week (Tuesday and Thursday - or - Wednesday and Friday) and is designed for optimum growth for both teens and seasoned adults.

After spending an initial session getting to know each other while becoming familiar with the digital platform, program sessions cover both basic and practical computer skills and smartphone techniques. Next, it’s ‘Game On’ as seasoned adults use newly acquired tech skills to engage with teens in a fun and challenging way. The fifth session focuses on the art of interviewing. Seasoned adults are able to use their muscle memory and recall abilities to share life experiences while teens have a college admissions or first job mock interview. Golden Nuggets is our 6th session which allows seasoned adults to share life lessons and give advice they wished they had when the teens’ age. The final session is a gaming tournament called Battle of the Ages. Teens and seasoned adults compete in trivia and digital games for fun and prizes.

NOTE:

1. All sessions are facilitated
2. All sessions begin as a group before moving into one-on-one breakout sessions.
3. Ongoing monitoring occurs during breakout sessions
4. All participants can return to the main room at anytime
These sessions are facilitated one-hour connections, where teens gain a greater sense of purpose and value for older adults, receive mentorship, learn life skills, and college prep techniques, earn community service hours, and if funds are available, receive compensation from a work source program. Conversely, seasoned adults receive personalized tech lessons and engagement to combat degenerative health conditions, as well as isolation and loneliness.

Over 4 weeks, the GC program consists of 15 one-hour sessions for teens and 10 one-hour sessions for seasoned adults, plus 5 On-Demand Tech Support sessions:

<table>
<thead>
<tr>
<th>GC SESSIONS SCHEDULE</th>
<th>TEENS</th>
<th>SEASONED ADULTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Onboarding</td>
<td>1 Session</td>
<td>3 Sessions</td>
</tr>
<tr>
<td>Teen Training</td>
<td>7 Sessions</td>
<td></td>
</tr>
<tr>
<td>On-Demand Tech Sessions</td>
<td></td>
<td>5 Sessions</td>
</tr>
<tr>
<td>Intergenerational Connecting</td>
<td></td>
<td>6 Sessions</td>
</tr>
<tr>
<td>Gaming Tournament</td>
<td></td>
<td>1 Session</td>
</tr>
</tbody>
</table>

GC Sessions Schedule
PROGRAM BENEFITS

With a mission to democratize technology, Generation Connect aims to make the digital experience affordable, accessible, and understandable by all populations. A recent AARP study cites that people 50+ often feel technology is designed without them in mind. To address this pain point, Generation Connect sources teens who can be overexposed to technology, yet underdeveloped in socialization skills, like initiative and problem-solving.

Our surveys and participant interviews show how the impact of Generation Connect aligns with numerous studies proving Generativity (the act of receiving personal gain from investing in members of another generation) combats degenerative health conditions in seasoned adults while improving developmental skills in teens, such as initiative, leadership, problem-solving, and more. Seasoned adult participants report fewer feelings of loneliness and social isolation, while our teens confirm increased social prowess and confidence.

![BENEFITS]

<table>
<thead>
<tr>
<th>BENEFITS</th>
<th>TEENS</th>
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<tbody>
<tr>
<td>SEASONED ADULTS</td>
<td>Provides a sense of purpose and appreciation for the older, more experienced generation</td>
</tr>
<tr>
<td></td>
<td>Demystifies the aging process</td>
</tr>
<tr>
<td></td>
<td>Offers an opportunity for mentorship</td>
</tr>
<tr>
<td></td>
<td>Receive community service hours</td>
</tr>
<tr>
<td></td>
<td>An opportunity to learn new skills</td>
</tr>
</tbody>
</table>

GC Program Benefits

The benefits of the program are multifold for both teens and seasoned adults. From establishing new relationships and experiencing Generativity to learning new skills, seasoned adults achieve improved brain and cognitive function, which adds to their
longevity. Conversely, teens gain a greater sense of purpose and appreciation for seasoned adults while demystifying the aging process. They also receive mentorship and increase their life skills while earning community service hours. Additionally, since Generation Connect is registered as a worksite with the local AJCC, some teens may qualify for compensation if they meet the work source agency's criteria.

COMMUNITY BENEFITS

Intergenerational programming offers a wide range of community benefits that contribute to the overall well-being and cohesion of a society. Numerous studies have highlighted the positive impact of intergenerational interactions on various aspects of community life, including increased community pride, higher voter turnout, crime prevention, and other notable benefits.
One study conducted by the Generations United organization found that communities with strong intergenerational connections experience a greater sense of community pride and solidarity. This enhanced community pride stems from the shared experiences, mutual support, and meaningful relationships that develop between different age groups. By fostering a sense of belonging and connection, intergenerational programming strengthens social bonds within the community, leading to increased civic engagement and a greater willingness to contribute to community development.

Furthermore, research has shown a possible correlation between intergenerational activities and increased voter turnout. A study published in the Journal of Intergenerational Relationships found that communities with robust intergenerational programs tend to have higher voter participation rates. This can be attributed to the fact that intergenerational interactions promote a sense of responsibility and collective decision-making, encouraging individuals to actively engage in the democratic process and exercise their voting rights. Intergenerational programming has also demonstrated its potential for crime prevention.

A study published in the Journal of Intergenerational Relationships explored the impact of intergenerational activities on crime rates in communities. The findings indicated that communities with strong intergenerational ties potentially experienced reduced crime rates, particularly among the younger generation. The presence of positive role models increased social cohesion, and the development of pro-social behaviors through intergenerational interactions contribute to higher feelings of safety and a more harmonious community environment.

Overall, these studies emphasize the community benefits that intergenerational programming brings. From fostering community pride and possibly increasing voter participation to promoting crime prevention and social cohesion, intergenerational activities play a vital role in building stronger, more connected communities.
RECRUITMENT PROCESS

At Generation Connect, we understand the importance of a robust and inclusive recruitment process to ensure the success and impact of our intergenerational program. Fortunately, we are ahead of the curve. Since the pilot program in 2020, Generation Connect has been a staple program offering at the Inglewood Senior Center and has worked with many seasoned adults who frequent the center.

While we have enjoyed a strong partnership with the Inglewood Senior Center and will continue to collaborate closely with them, we are excited to expand our reach in order to ensure inclusivity to a wider audience, including various churches, senior housing residences, and organizations throughout Inglewood. The following is a sample list:

Churches
  1. Faithful Central Bible Church
  2. First United Methodist Church
  3. Inglewood Church of Christ
  4. Holy Faith Episcopal Church
  5. Our Lady of Grace Catholic Church
  6. Trinity Lutheran Church

Senior Housing
  1. Beacon Place Senior Apartments
  2. The Centinela Senior Apartments
  3. Inglewood Senior Housing
  4. Hollypark Knolls
  5. Juniper Gardens Senior Apartments

Organizations
  1. AARP Inglewood Chapter
  2. Top Ladies of Distinction, Inglewood Chapter
  3. Rotary Club of Inglewood
  4. Kiwanis Club of Inglewood
  5. Inglewood Lions Club
Additionally, we have worked closely with Morningside and City Honors High Schools after being awarded a contract with the Los Angeles County Office of Education’s Community Schools. By partnering with the Inglewood School District, we look forward to working with all Inglewood high schools creating an opportunity for students to benefit from the program.

To this end and prior to the program rollout in Inglewood, we proactively engage with various key stakeholders by initiating meetings with organizations to establish partnerships and share the vision and objectives of the mayoral initiative.

These meetings will serve as an opportunity to build rapport, address any questions or concerns, and outline the benefits and unique aspects of our program. By engaging directly with these organizations, we can effectively communicate the value of intergenerational connections and the positive impact they have on both teens and seasoned adults.

To support our partners in promoting Generation Connect, we provide customizable flyers in both English and Spanish (if requested). These flyers are designed to capture the essence of the program and highlight its benefits. By offering customization options, we ensure that the flyers align with the specific needs and preferences of each organization. This approach allows our partners to tailor the promotional materials to their members, facilitating greater reach and resonance within the community.
By actively collaborating with high schools, churches, senior/community centers, and other organizations, we maximize the visibility of Generation Connect and ensure that it reaches a wide range of individuals in Inglewood. Our inclusive approach to recruitment ensures that the program is accessible and appealing to diverse groups, promoting an inclusive and supportive environment for intergenerational connections to flourish.
PROGRAM CONTENT

Generation Connect aims to foster meaningful connections and mutual learning between teens and seasoned adults. Through a series of intergenerational sessions, participants explore topics such as technology, communication, personal growth, and shared experiences. The program encourages intergenerational understanding, communication skills development, and the utilization of technology as a tool for connection.

Course Duration: 7 sessions (one hour per session)

Session 1: Icebreakers

Session Overview: This session focuses on utilizing icebreaker activities to create a welcoming and inclusive atmosphere, promote connections, and establish a positive learning environment. Participants will engage in a variety of interactive exercises, games, and discussions designed to break the ice, build rapport, and foster a sense of community. Through this session, individuals will develop communication skills, boost confidence, and lay the foundation for meaningful relationships.

Sample Icebreakers:

- Two Truths and a Falsehood: Each person shares two true statements and one false statement about themselves. The other person guesses which statement is false.
- Memory Lane: Take turns sharing a favorite childhood memory or a significant event from the past. Discuss the details and emotions associated with the memory.
- "Would You Rather?": Pose fun and thought-provoking "Would You Rather?" scenarios, where both individuals take turns choosing between two options and explaining their reasoning.
- This or That: Present a series of choices (e.g., coffee or tea, beach or mountains, fiction or non-fiction) and discuss preferences. Encourage elaboration on why each option is preferred.

Icebreakers play a vital role in fostering connection, trust, empathy, and effective communication between teens and seniors. They create a supportive and inclusive environment that enhances the learning experience when the teen is instructing the seasoned adult on technology.
Session 2: Tech, Pt. 1 - Computer Basics

Session Overview: The session is designed to create a supportive and inclusive learning environment, allowing seasoned adults to develop essential computer skills with the assistance and guidance of trained teens. The emphasis is on hands-on practice, interaction, and addressing participants' specific needs and concerns. Throughout the session, patience, encouragement, and clear explanations will be provided to ensure a positive and rewarding learning experience for all participants.

Here is a partial list of computer basic lessons our trained teens teach seasoned adults:

- Introduction to Computers: Provide an overview of computers, their components, and how they work together.
- Computer Navigation: Teach the basics of navigating a computer's desktop, taskbar, and menus.
- Keyboard and Mouse Skills: Cover essential keyboard shortcuts, mouse usage, and techniques for efficient navigation.
- File Management: Teach how to create, organize, and manage files and folders on the computer.
- Internet Browsing: Guide seniors on using web browsers, conducting searches, and visiting websites.
- Email Basics: Assist in setting up email accounts, composing and sending emails, and managing contacts.
- Online Communication: Introduce seniors to messaging apps, video conferencing tools, and social media platforms.
- Word Processing: Teach the basics of using word processing software for creating and editing documents.
- Digital Security: Cover essential practices for online safety, such as creating strong passwords and recognizing phishing attempts.
- Troubleshooting and Basic Problem-Solving: Help seniors identify and resolve common computer issues, such as connecting to Wi-Fi, updating software, or resolving error messages.
- Multimedia Usage: Assist in using multimedia applications for viewing photos, playing videos, and listening to music.
- Social Media: Introduce popular social media platforms and teach seniors how to create accounts, connect with others, and share content.
- Online Banking: Provide guidance on using online banking services securely for tasks like checking account balances, transferring funds, and paying bills.
- Customizing Settings: Help seniors personalize their computer settings, including screen resolution, display options, and accessibility features.
- Online Safety and Privacy: Discuss best practices for protecting personal information, recognizing online scams, and avoiding malware.
- Ongoing Support: Offer ongoing assistance and support to seniors, encouraging them to utilize the on-demand service.

We tailor the lessons to the specific needs, interests, and skill levels of the seasoned adults throughout the learning process.

Session 3: Tech, Part 2 - Smartphone Usage

Session Overview: The session is designed to create a supportive and inclusive learning environment, allowing seasoned adults to develop essential smartphone skills with the assistance and guidance of trained teens. Each lesson focuses on specific smartphone features, applications, or settings, allowing seasoned adults to gradually enhance their smartphone proficiency. The ultimate objective is to enable seniors to independently and comfortably utilize smartphones for their various needs.

Here is a list of smartphone lessons that trained teens teach seasoned adults, along with their corresponding learning objectives:

1. Turning On/Off and Navigating the Phone (Objective: Familiarity with basic phone functions)
   - Teach how to power on/off the phone and navigate through the user interface, including the home screen, app drawer, and settings.
2. Making and Receiving Phone Calls (Objective: Proficiency in making and receiving calls)
   - Demonstrate how to dial phone numbers, answer incoming calls, and utilize features like call waiting and speakerphone.
3. Sending and Receiving Text Messages (Objective: Ability to send and receive text messages)
   - Guide seniors in composing and sending text messages, including typing, adding attachments, and managing conversations.
4. Managing Contacts (Objective: Efficient contact management)
   - Show how to create and organize contacts, add photos, and use features like favorites and groups.
5. Setting Up Email and Managing Inbox (Objective: Setup and efficient email usage)
o Assist in setting up email accounts on the smartphone and demonstrate how to compose, send, and manage emails.

6. Using the Camera and Capturing Photos (Objective: Taking and managing photos)
   o Provide guidance on using the smartphone's camera, adjusting settings, capturing photos, and organizing them in the gallery.

7. Installing and Managing Apps (Objective: App installation and management)
   o Explain how to search for, download, and install apps from app stores, and manage installed apps.

8. Internet Browsing (Objective: Navigating the web on a smartphone)
   o Teach seniors how to use the web browser, perform searches, bookmark websites, and navigate web pages on their smartphones.

9. Messaging Apps and Video Calls (Objective: Communication using messaging and video call apps)
   o Introduce popular messaging apps (such as WhatsApp or Messenger) and guide seniors in sending messages, making video calls, and sharing media.

10. Customizing Phone Settings (Objective: Personalizing the smartphone experience)
    o Demonstrate how to customize phone settings, including wallpapers, ringtones, screen brightness, and accessibility options.

11. Managing Battery Life and Storage (Objective: Optimizing battery life and storage usage)
    o Provide tips on conserving battery life, managing storage space, and optimizing performance on the smartphone.

12. Mobile Security and Privacy (Objective: Awareness of mobile security best practices)
    o Educate seniors on mobile security measures, such as setting up screen locks, managing app permissions, and avoiding potential risks.

13. Backing Up Data (Objective: Data backup and protection)
    o Guide seniors in backing up their phone's data, including contacts, photos, and important files, to ensure data protection and recovery.

14. Troubleshooting and Support (Objective: Problem-solving skills and seeking assistance)
    o Equip seniors with troubleshooting skills for common issues and teach them how to seek support, whether from online resources or technical support services.
Session 4: Online Gaming

Session Overview: These online games provide an opportunity for teens and seasoned adults to engage in enjoyable and interactive activities while reinforcing their prior technical learnings. By playing these games together, they can apply their knowledge of computer basics, internet browsing, and navigation skills in a practical and fun manner. Additionally, the games foster collaboration, competition, and social interaction, creating an inclusive and engaging environment for all participants.

Here is a list of online games that teens play with seasoned adults, along with the value of these games in reinforcing prior technical learnings:

1. Word Games (e.g., Scrabble, Words with Friends)
   ○ Value: Reinforces keyboard skills, word recognition, and spelling abilities while promoting friendly competition and cognitive stimulation.

2. Trivia Games (e.g., QuizUp, Trivia Crack)
   ○ Value: Tests general knowledge and memory recall while encouraging participants to apply their learning from previous tech sessions to navigate the game interface and engage in online competition.

3. Puzzle Games (e.g., Sudoku, Crossword puzzles)
   ○ Value: Enhances critical thinking, problem-solving, and concentration skills while utilizing touch-screen navigation and fostering collaboration between teens and seniors.

4. Card Games (e.g., Solitaire, Hearts)
   ○ Value: Reinforces mouse or touch-screen navigation skills, strategic thinking, and decision-making abilities while fostering friendly competition and providing an opportunity for social interaction.

5. Board Games (e.g., Chess, Checkers)
   ○ Value: Enhances strategic thinking, problem-solving, and concentration skills while utilizing online platforms to play classic board games with ease and convenience.

6. Virtual Scavenger Hunts
   ○ Value: Promotes collaboration, critical thinking, and navigation skills as participants search for specific items or information online using search engines or specific websites.

7. Multiplayer Online Games (e.g., Minecraft, Among Us)
   ○ Value: Encourages teamwork, communication, and problem-solving while providing an opportunity for teens and seniors to collaborate in a virtual environment.
8. Memory Games (e.g., Concentration, Memory Match)
   o Value: Challenges memory recall and concentration while incorporating touch-screen or mouse navigation to match pairs of cards or images.

9. Strategy Games (e.g., Chess, Stratego)
   o Value: Enhances critical thinking, planning, and decision-making skills while utilizing online platforms to play strategic games and compete against each other.

10. Brain Training Games (e.g., Lumosity, Elevate)
    o Value: Offers a variety of cognitive exercises to improve memory, attention, and problem-solving skills while reinforcing prior technical learnings in navigating and utilizing online platforms.

Session 5: Discovery Interview

Session Overview: The activity aims to foster a connection between the generations by creating a mutually beneficial experience. Teens will have an opportunity to practice their interviewing skills, gaining confidence for future college admissions interviews or first job interviews. They will also learn from the wisdom and experiences shared by the seasoned adults. Simultaneously, seasoned adults can exercise their recall abilities and enjoy engaging in conversations with the teens, providing guidance and insight based on their own life journeys.

The objective of this activity is to create a meaningful and interactive experience where teens and seasoned adults engage in a reciprocal interview process.

Prior to this activity, the teens will have received training in various interviewing techniques, including:

1. Active listening: Paying attention, showing interest, and responding appropriately during the interview.
2. Open-ended questions: Asking questions that require more than a simple "yes" or "no" answer to encourage detailed responses.
3. Empathy and respect: Demonstrating understanding and sensitivity towards the interviewee's experiences and perspectives.
4. Body language and non-verbal cues: Utilizing appropriate body language, maintaining eye contact, and displaying engagement throughout the interview.
5. Follow-up questions: Probing deeper into topics of interest to gather more information and insights.
Here’s an example of how the session could proceed:

1. **Interview Techniques Review**
   a. Review the interviewing techniques that teens have been trained on prior to the activity.
   b. Techniques may include active listening, asking open-ended questions, maintaining eye contact, and displaying empathy.

2. **Pairing and Instructions**
   a. Pair up each teen with a seasoned adult, ensuring a mix of experiences and backgrounds.
   b. Provide clear instructions on the interview process, emphasizing the importance of active engagement and respect for each other’s stories.

3. **Interview Session: Teens Interview Seasoned Adults**
   a. Teens take turns conducting interviews with their partnered seasoned adults.
   b. Encourage teens to use the interviewing techniques they have learned to engage seasoned adults in meaningful conversations.
   c. Teens should ask questions that allow seasoned adults to recall key events, experiences, and wisdom from their lives.

4. **Interview Session: Seasoned Adults Interview Teens**
   a. Reverse the roles, allowing the seasoned adults to interview the teens.
   b. Seasoned adults can ask questions about the teens’ aspirations, interests, and future plans.
   c. Encourage seasoned adults to provide guidance and advice based on their own experiences.

5. **Reflection and Sharing**
   a. Gather the participants back together and provide time for reflection.
   b. Each pair can share interesting insights, memorable moments, or valuable lessons learned during the interviews.

By engaging in this activity, both teens and seasoned adults can forge connections, bridge the generation gap, and gain valuable insights from each other’s experiences and perspectives.

**Session 6: Golden Nuggets**

*Session Overview:* The Golden Nuggets exercise aims to foster intergenerational connection and provide an opportunity for seasoned adults to impart their wisdom to the
younger generation. By sharing the advice they wish they had received when they were the teens' age, seasoned adults can offer valuable insights and guidance, helping the teens navigate their own paths with greater confidence and resilience.

Through active listening, engagement, and open dialogue, teens gain a deeper understanding of life's challenges, learn from the experiences of others, and gather practical tips and strategies to apply in their own lives. The exercise not only strengthens the bond between generations but also promotes personal growth, self-reflection, and mutual respect.

Here's an example of how the session will proceed:

1. Instructions and Guidelines
   - Explain the format of the exercise and the role of both the seasoned adults and teens.
   - Encourage seasoned adults to reflect on their own past experiences and offer advice to the teens.
   - Encourage teens to actively listen, engage, and ask questions to gain insights from seasoned adults.

2. Seasoned Adults Share Advice
   - Teens pose questions to their paired seasoned adult.
   - They can discuss various aspects of life, such as education, career, relationships, personal growth, or overcoming challenges.
   - Seasoned adults are encouraged to share personal anecdotes, lessons learned, and any practical tips or guidance.
   - Teens can ask follow-up questions, seek clarifications, or further discuss the shared advice.

3. Closing and Reflection
   - Summarize the key points and insights gained from the exercise.
   - Encourage both the teens and seasoned adults to reflect on the value of intergenerational knowledge sharing.

It is important to create a safe and inclusive environment where all participants feel comfortable sharing and listening. Encourage an atmosphere of openness, empathy, and non-judgment to foster meaningful interactions and facilitate the exchange of wisdom between seasoned adults and teens.
Session 7: Battle of the Ages

Session Overview: The Battle of the Ages activity creates a dynamic and engaging atmosphere, combining trivia challenges and online gaming to bring together teens and seasoned adults in a friendly competition. By collaborating and sharing their knowledge and skills, participants from different generations can develop a deeper appreciation for each other’s perspectives and strengths.

The trivia round allows participants to showcase their general knowledge and recall abilities, while the gaming round promotes teamwork, communication, and problem-solving skills. This combination of trivia and gaming reinforces the prior technical learnings and knowledge gained throughout the course, ensuring a holistic and enjoyable experience for all.

The inclusion of prizes, such as gift cards, adds an element of motivation and excitement, encouraging participants to give their best and fostering a sense of accomplishment. Ultimately, the Battle of the Ages activity aims to create lasting connections, strengthen relationships, and celebrate the intergenerational bond through the joy of friendly competition and shared experiences.

The objective of the Battle of the Ages session is to foster friendly competition, promote intergenerational connection, and provide an opportunity for participants to showcase their knowledge and skills. The winning team will receive prizes, such as gift cards, adding an extra element of excitement to the event.

Here’s an example of how the session will proceed:

1. Trivia Rounds
   - Conduct a series of trivia questions covering various categories, such as general knowledge, history, pop culture, and technology.
   - Teams will compete against each other, taking turns answering questions within a specified time limit.
   - Use an online platform or trivia game application to facilitate the trivia round and keep track of scores.

2. Gaming Rounds
   - We select a multiplayer online game that can be enjoyed by both teens and seasoned adults, such as an interactive quiz or a collaborative puzzle game.
   - Examples:
Kahoot!: Kahoot! is an online platform that offers interactive quizzes on various topics. Participants can join together in a virtual room and compete against each other in answering multiple-choice questions. It provides a fun and engaging way to test general knowledge and learn new facts.

Words with Friends: Words with Friends is a digital word game that allows players to form words on a virtual game board, similar to Scrabble. Players take turns creating words and earn points based on the letters used and their placement on the board. It challenges players' vocabulary and strategic thinking skills.

Among Us: Among Us is a popular online multiplayer game where players work together to complete tasks on a spaceship. However, there are impostors among the crew members, and players need to identify and eliminate them through discussion and voting. It promotes collaboration, communication, and deductive reasoning.

Jackbox Games: Jackbox Games offers a collection of party games that can be played online. These games include trivia challenges, drawing games, and word-based activities. Participants can join using their smartphones or computers and engage in lively and interactive gameplay.

Keep Talking and Nobody Explodes: Keep Talking and Nobody Explodes is a cooperative puzzle-solving game. One player takes on the role of a bomb defuser, while the others act as experts providing instructions to defuse the bomb. It requires effective communication, teamwork, and problem-solving skills to succeed.

Minecraft: Minecraft is a sandbox-style game that allows players to build and explore virtual worlds. It offers various modes, including cooperative gameplay, where participants can work together to create structures, gather resources, and embark on adventures. It encourages creativity, collaboration, and problem-solving.

3. Prize Distribution and Closing
   - Announce the winning team based on their combined scores from the trivia and gaming rounds.
   - Award prizes to the winning team, such as gift cards or certificates, to celebrate their achievement and add a sense of excitement to the event.
   - Conclude the activity by expressing appreciation for the participation and highlighting the value of intergenerational connection and collaboration.
ENROLLMENT CAPACITY

The Generation Connect program is designed to serve 10 teens and 10 seasoned adults per cohort. Generation Connect proposes facilitating two cohorts per month, serving a total of 40 Inglewood residents on a monthly basis, representing 480 residents annually.

<table>
<thead>
<tr>
<th></th>
<th>Cohort A</th>
<th>Cohort B</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Meets Tue/Thur</td>
<td>Meets Wed/Fri</td>
</tr>
<tr>
<td>Seasoned Adults</td>
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<td>10</td>
</tr>
<tr>
<td>Teens</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Residents served per cohort</td>
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</tr>
<tr>
<td>Total Residents served per month</td>
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<td>40</td>
</tr>
<tr>
<td>Total Residents served annually</td>
<td>480</td>
<td>480</td>
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</table>

The enrollment capacity ensures the effectiveness and quality of the program's intergenerational interactions.

1. **Personalized Attention**: By limiting the cohort size to 10 teens and 10 seasoned adults, the program can provide personalized attention and support to each participant. A smaller group size allows for better engagement, individualized guidance, and a more intimate learning environment. It ensures that every participant can actively participate, ask questions, and receive focused assistance from their counterparts.

2. **Balanced Interactions**: The balanced ratio of teens to seasoned adults promotes meaningful interactions and equal participation from both generations. With a smaller group, participants can engage in deeper conversations, share experiences, and build stronger connections. The cohort size enables a comfortable and inclusive environment where everyone's voice is valued, fostering a sense of belonging and mutual respect.

3. **Effective Facilitation**: Managing a cohort size of 10 teens and 10 seasoned adults allows facilitators to effectively coordinate activities, encourage collaboration, and ensure smooth communication. Facilitators can provide individualized guidance, track progress, and address the unique needs and interests of each participant. This level of facilitation ensures that the program runs smoothly and that participants can make the most of their learning experience.
4. **Optimal Group Dynamics:** With a smaller cohort size, it becomes easier to foster a sense of camaraderie, trust, and connection within the group. Participants have the opportunity to develop stronger relationships, learn from diverse perspectives, and form a supportive community. Smaller groups also enable active participation, promoting engagement and collaboration during various program activities.

5. **Quality Program Delivery:** By maintaining a manageable cohort size, the program can uphold a high standard of program delivery. It allows facilitators to tailor the content, exercises, and activities to the specific needs and interests of the participants. This ensures that the program remains focused, relevant, and impactful, providing a valuable experience for both teens and seasoned adults.

In summary, the program's capacity of 10 teens and 10 seasoned adults per cohort ensures personalized attention, balanced interactions, effective facilitation, optimal group dynamics, and high-quality program delivery. By maintaining a controllable group size, the program can create an inclusive and engaging learning environment that encourages meaningful connections and intergenerational exchange of knowledge and experiences.
COST BREAKDOWN

Itemized below is the cost breakdown for the Generation Connect program proposed to the City of Inglewood.

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost per person/per session</td>
<td>$15</td>
</tr>
<tr>
<td>Number of program sessions</td>
<td>7</td>
</tr>
<tr>
<td>Number of Onboarding sessions</td>
<td>3</td>
</tr>
<tr>
<td>Number of On-Demand sessions</td>
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</tr>
<tr>
<td>Program/cohort cost per person</td>
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<tr>
<td>Number of participants per cohort</td>
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<tr>
<td>Program cost per cohort</td>
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<tr>
<td>Number of cohorts per month</td>
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<tr>
<td>Total Cost of GC Programs per month</td>
<td>$4500</td>
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</table>

The fee of $2250 at $15 per seasoned adult is designed to cover the costs of operations while ensuring the program's sustainability and quality. Fees cover the costs of program development and curriculum design, staffing and facilitation, administrative and operational costs, learning materials and resources, tournament prizes and gift cards; and evaluation and quality assurance.

The payment terms are to be determined based on the common government contract practices. We at Generation Connect request an agreed upon portion of the annual contract paid in advance.
SUCCESS MEASURES

At the conclusion of each month's program, Generation Connect provides reports that gauge program effectiveness and provide transparency.

Survey Results - Before and After self-assessment showing overall improvements of participants well-being.

Reports will consist of:

1. Participant Feedback: Collect feedback from both teens and seasoned adults about their experience in the program. Use surveys, interviews, or focus groups to gather qualitative data on their satisfaction, perceived benefits, and any suggestions for improvement.
2. Skill Development: Assess the progress and growth of participants in specific skills and knowledge areas covered in the program. This could include measuring improvements in computer literacy, smartphone usage, interview techniques, or any other targeted skills.
3. Social Connections: Evaluate the extent to which the program has facilitated meaningful connections and relationships between teens and seasoned adults. Measure participants' reported levels of social support, increased social networks, and the quality of intergenerational relationships developed.
4. Civic Engagement: Assess the impact of the program on participants' levels of civic engagement, such as their interest in community issues, understanding of the political process, and intentions to participate in future civic activities (e.g., voting, volunteering, community involvement).
5. Impact on Participants' Well-being: Assess the impact of the program on the well-being and quality of life of seasoned adults. This could involve measuring changes in social connectedness, mental stimulation, self-esteem, and overall life satisfaction.
6. Community Perception: Conduct surveys or gather feedback from community members to gauge their perception of the program's value, impact, and relevance. This can provide insight into the program's reputation and community support.

By incorporating these success measures, program organizers can gather data and feedback to assess the program's effectiveness, identify areas of improvement, and demonstrate its impact to stakeholders, funders, and the wider community.
PROJECTED KICKOFF DATE

The program requires a 6 to 8-week period to begin once it is funded. This quick turnaround time is due to existing relationships with teen and seasoned adult organizations/institutions, which will result in the successful implementation and smooth operation of the program.

1. **Planning and Preparation**: After receiving the funding, thorough planning and preparation are essential for a well-executed program. This includes customizing the curriculum, organizing the logistics, securing necessary resources and materials, and coordinating with relevant stakeholders. Adequate time is required to develop a comprehensive program framework that aligns with the program goals and meets the needs of both teens and seasoned adults, as well as other stakeholders.

2. **Participant Enrollment and Communication**: Allowing sufficient time for participant enrollment is crucial to reach the desired number of participants and create a diverse cohort. During this period, communication channels are established to inform potential participants about the program, its objectives, and the enrollment process. This gives ample opportunity for interested individuals to learn about the program, seek any necessary approvals or permissions, and complete the enrollment requirements.

3. **Logistics and Resource Arrangements**: Several logistical arrangements need to be made before the program can commence. This may include securing the venue or digital programs for the sessions, acquiring necessary technology and equipment, and ensuring adequate supplies and materials. These arrangements require time for coordination, procurement, and set-up to ensure a seamless program experience.

4. **Customization and Tailoring**: Depending on the specific needs and preferences of the participants, the program may require customization or tailoring. This could involve adapting the curriculum, exercises, or activities to address any unique requirements or interests. Taking the time to tailor the program ensures a more effective and engaging experience for both teens and seasoned adults, enhancing the overall program's impact.

5. **Administrative Processes**: Various administrative tasks are involved in launching a program, such as finalizing legal agreements, setting up accounts, and establishing reporting mechanisms. These processes require time to complete,
ensuring compliance with regulations and providing a solid administrative foundation for the program.

By allowing 6 to 8 weeks for these important preparatory steps, the program can be launched with a solid foundation, well-prepared staff, engaged participants, and the necessary resources in place. This ensures a successful start and enhances the overall quality and effectiveness of the program, maximizing the benefits for all participants involved.
This addendum to the Generation Connect Scope of Work covers the process for launching the Generation Connect program in four (4) key phases (PROMOTION, SIGNUPS, INFORMATION & ONBOARDING, and PRE-IMPLEMENTATION) consisting of pre-program logistics, coupled with city coordination to ensure a smooth and successful implementation.

The process begins with PROMOTION, where materials are designed, printed, and distributed to various locations after city sign-off is obtained. Next, collaboration with the city’s public relations and social media managers ensure an effective distribution strategy. In-person tabling events are also organized in collaboration with the Senior Center.

The next phase focuses on SIGNUPS, where manual registrations are collected from the Senior Center and other locations. Signups are processed, individual seasoned adults are contacted and scheduled for onboarding sessions at the Senior Center. Daily calls are made to provide additional assistance and answer any questions.

INFORMATIONAL & ONBOARDING sessions are conducted to introduce participants to the program and its benefits at the Senior Center.

The PRE-IMPLEMENTATION phase involves printing manuals, addressing any outstanding computer room issues with IT, and following up with all signups to ensure a seamless transition. This comprehensive process, with a total cost of $9,000, sets the foundation for a successful launch of the Generation Connect program at the Inglewood Senior Center, bringing valuable technology support, engagement, and learning opportunities to Inglewood seasoned adults.

These pre-program activities will allow Generation Connect teen training to begin on the first day of the new school year, August 21, 2023. The official kickoff of the program with intergenerational connections commencing on Tuesday, August 22, 2023.
<table>
<thead>
<tr>
<th>PHASES</th>
<th>PRE-PROGRAM LOGISTICS/ CITY COORDINATION</th>
<th>DATES</th>
<th>RATES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PHASE ONE PROMOTION</strong></td>
<td>Design promotional materials, flyers, pamphlets, posters</td>
<td></td>
<td>$5,000</td>
</tr>
<tr>
<td></td>
<td>Get City sign off</td>
<td></td>
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<tr>
<td></td>
<td>Print materials</td>
<td>Completed by &amp; invoiced on 7/21</td>
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<td></td>
<td>Coordinate with city's public relations and social media manager on the distribution strategy</td>
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<td></td>
<td>Coordinate with Senior Center on in-person tabling events</td>
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<tr>
<td></td>
<td>Print and post flyers at key city locations</td>
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<tr>
<td></td>
<td>Distribute information to city's internal departments</td>
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<tr>
<td></td>
<td>Distribute materials to senior residences, churches, clubs, organizations</td>
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<tr>
<td><strong>PHASE TWO SIGNUPS</strong></td>
<td>Collect manual signups from senior center and other locations</td>
<td>Completed by &amp; invoiced on 8/4</td>
<td>$1,000</td>
</tr>
<tr>
<td></td>
<td>Process signups</td>
<td></td>
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<tr>
<td></td>
<td>Schedule signups for onboarding with Senior Center</td>
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<tr>
<td></td>
<td>Make daily calls</td>
<td></td>
<td></td>
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<tr>
<td><strong>PHASE THREE ONBOARDING</strong></td>
<td>Schedule 3 onboarding dates with Senior Center</td>
<td>Completed by &amp; invoiced on 8/11</td>
<td>$1,000</td>
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<tr>
<td></td>
<td>Print onboarding materials</td>
<td></td>
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<tr>
<td></td>
<td>Conduct onboarding sessions</td>
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<tr>
<td><strong>PHASE FOUR PRE-IMPLEMENTATION</strong></td>
<td>Print manuals</td>
<td>Completed by &amp; invoiced on 8/18</td>
<td>$2,000</td>
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<td></td>
<td>Coordinate with IT on all outstanding computer room issues</td>
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<td></td>
<td>Follow up calls with all signups</td>
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<tr>
<td>TOTAL</td>
<td>$9,000</td>
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</tbody>
</table>

SOW Addendum
ATTACHMENT NO. 2
CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFER NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

CGIS Insurance Services
3315 Old Conejo Road
Thousand Oaks CA 91320

INSURED

Generation Connect Inc.
18811 Topham Street
Tarzana CA 91335

COVERAGES

CERTIFICATE NUMBER: Master

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HERIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH LIMITS. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

<table>
<thead>
<tr>
<th>LINE</th>
<th>TYPE OF INSURANCE</th>
<th>ADDITIONAL INSURED</th>
<th>POLICY NUMBER</th>
<th>LIMITS</th>
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<tbody>
<tr>
<td>A</td>
<td>COMMERCIAL GENERAL LIABILITY</td>
<td>CLAIMS-MADE</td>
<td>X OCCUR</td>
<td>MBS10543</td>
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<td>EACH OCCURRENCE</td>
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<td>DAMAGE TO RENTED PROPERTY (per occurrence)</td>
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<td>MED EXP (Any one person)</td>
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<td>PERSONAL &amp; ADV INJURY</td>
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<td>GENERAL AGRG</td>
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<td>PRODUCTS - COMPROPAG</td>
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<tr>
<td>B</td>
<td>AUTOMOBILE LIABILITY</td>
<td>ANY AUTO</td>
<td>ALL OWNED</td>
<td>SCHEDULED AUTOS</td>
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<tr>
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<td>NON-OWNED</td>
<td>HIRER AUTOS</td>
<td>BODY INJURY (Per person)</td>
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<td>BODY INJURY (Per accident)</td>
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<td>PROPERTY DAMAGE (Per accident)</td>
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<td>EXCESS LIABILITY OCCUR CLAIMS-MADE</td>
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<td>AGGREGATE</td>
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<td>D</td>
<td>SEXUAL ABUSE &amp; MOLESTATION LIABILITY</td>
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<td>80044912055020</td>
<td>7/6/2023 7/6/2024</td>
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<td>C</td>
<td>PROFESSIONAL LIABILITY</td>
<td>FEMKO015322</td>
<td>80044912055020</td>
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<td>GENERAL AGRG</td>
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</table>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if space is required)

The City of Inglewood is added as additional insured as required by written contract in respect to General Liability, per attached. The General Liability policy evidenced herein is Primary & Non-Contributory where required by written contract with the named insured.

CERTIFICATE HOLDER

The City of Inglewood
1 W Manchester Blvd # 9
Inglewood, CA 90301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mark Richards/GREG

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The ACORD name and logo are registered marks of ACORD.
THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - PRIMARY AND NONCONTRIBUTORY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Additional Insured Person(s) or Organization(s):

Location(s) of Covered Operations:

Description of Work Performed for the Additional Insured:

A. **Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

In the performance of your ongoing operations for the additional insured at the location(s) designated in the Schedule, but only for occurrences or coverages not otherwise excluded in the policy to which this endorsement applies.

B. With respect to the insurance afforded to the additional insured, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. The following is added to 4.a. of Other Insurance of Section IV - Commercial General Liability Conditions:

If required in a written contract, your policy is primary and noncontributory in the event of an occurrence caused, in whole or in part, by your acts or omissions, or the acts or omissions of those acting on your behalf that occurs while performing ongoing operations for the additional insured at the location(s) designated in the Schedule.

All other terms and conditions of this policy remain unchanged.

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