InnovateUS – No-Cost MOU for Training on AI Skills

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Why CCSF Needs AI Training

- Currently no AI training in the City's learning catalog

- 2,000+ employees in ChatGPT pilot; first training had 700+ attendees

- AI inventory (Ordinance #288-24) will likely identify more AI tools in use by departments

- We don't have the capacity to create our own training:

  o DT's Emerging Technology division has only 1 of 3 FTEs currently filled

  o AI Working Group expended considerable resources to create a six-minute video

How and Why We Selected InnovateUS

The City's AI Working Group reviewed available AI trainings and selected InnovateUS based on the following factors:

- Public-sector-focused training

- Technology-agnostic (no bias toward specific AI models)

- Vetted by peer governments (CA, OR, MD, Boston, Miami-Dade)

- Self-paced, two-hour courses for flexibility

- Training files can be hosted on our internal platform

- Covers risks: privacy, bias, misinformation, deepfakes

Training Modules Offered

1. **Responsible AI for Public Professionals** – Understanding AI basics, risks, and best practices

2. **Scaling AI in Your Organization** – Evaluating how to apply AI to projects and manage risk

3. **Fast Field Scanning with AI** – Identifying, evaluating, and adapting evidence-based policy solutions from other jurisdictions

MOU Key Terms and Safeguards

- **Legal Protections:** InnovateUS indemnifies the City from any legal claims

- **Minimal Data Sharing:** No City data is shared except aggregated training completion data

- **Optional Employee Feedback:** Anonymous voluntary surveys

- **Transparency:** Confirms applicability of CA Public Records Act & Sunshine Ordinance, provides BOS opportunity to review

- **Public Communications Oversight:** City approval required for any external messaging from InnovateUS related to San Francisco