

American Samoa Alliance Request for Proposal

Summary:

American Samoa Alliance Against Domestic and Sexual Violence (AKA the Alliance) is an organization in American Samoa, a US Territory. Our organization receives formulary grant funding from the Office of Family Violence Prevention and Services Act (FVPSA) to support communities, service providers and the victims of domestic violence whom they serve.

What is needed:

We are looking to hire an organization or individual that will follow and film Alliance leadership to provide a clear lens of the passion, and commitment of each member. The film will inform the community of the Alliance's mission and vision statement that drives board decision making. The purpose of this project is to support board succession planning to outline for future board members who will be replacing board members, board leadership and/or executive director.

Request for Proposal:

- The Contractor shall work closely with the Alliance Team to include, Executive Director, Administration Assistant Manager, and Media Coordinator.
- The contractor will follow the Alliance Team, and film during training sessions, and provide individual interviews for each board member as needed. During these sessions the focus will be to display camaraderie, collaboration efforts, and team strengthening activities to create the “story telling” of what it means to lead the Alliance.
- A series of 5-8 videos will be completed on Board of Directors to draw out their experiences on the Board, favorite moments, and challenging— These will be talking head videos.
- Cinematic video of 20-25 minutes will be developed to show the work of the Board in Action with staff

Project Deliverable:

- 20 hours of collaboration meeting with Alliance Staff prior to and filming
- 20 hours session with individual Board members
- 60 hours filming
- 60 hours editing

Total Project Hours: 140 hours

Off Island “Contractor” will be responsible to schedule zoom conference calls for Alliance Board of Directors. Will use google calendar. Contractor will provide complete training at end of scope.

All interested parties, please submit information about you or your organization. Include information regarding the training to be developed. Email: administration@asadv.com.
Close date: March 22, 2023.