



## Center For A Non Violent Community | Video Editing Request for Proposals

Project Name	Contact Name	Contact Information	Proposal Dates
Keeping Kids Safe Story Time Bid# BC 2020-2021 RFP	Pamela Orebaugh	<a href="mailto:hr@nonviolentcommunity.org">hr@nonviolentcommunity.org</a> 209-213-6275	Released: 8/3/2020 Due: 8/28/2020

### Center For A Non Violent Community Overview

The Center For A Non Violent Community (CNVC) actively supports the right of all people to live their lives free from interpersonal violence. We foster healthy relationships with self, partners, family, and peers. We value the feminist principles of self-empowerment over self-desertion and of shared decision-making over dominance. We are ardently dedicated to building community, which is interdependent, collaborative, respectful of diversity, and supportive of peaceful solutions to conflict.

### Project Overview

CNVC has provided the Keeping Kids Safe (KKS) program to pre-school through third-grade students since 1997. The program utilizes recorded videos, songs, books, and guided discussions to help children learn the following: How to stay safe, identification of private body parts, the difference between a safe touch and a hurtful touch, and "Say No, Get Away, and Tell Someone" strategies for staying safe and getting help. For the 2020-2021 fiscal year, CNVC will produce story time videos to address social emotional learning, diversity, acceptance, bullying, and boundaries to contribute to child sexual abuse prevention. Each video will feature staff or community members reading a book to the offscreen audience.

**We are seeking video editing services to create complete, polished products including opening credits, the story time content, and ending credits. Duration will range with the length of each book, approx. 5-10 minutes**

### Project Goals & Target Audience

CNVC hopes to continue educating children on the safety steps by reinforcing emotional regulation skills, communication skills, as well as build confidence and self-efficacy through these story time videos. The target audience is youth pre-school through grade three. CNVC staff and community volunteers will read and record the video content to be delivered to the video editing service provider. We aim to produce a minimum of 10 videos in the next 11 months.

### Project Usage

Videos will be shared to CNVC's YouTube channel, CNVC Sonora [https://www.youtube.com/channel/UCJO\\_T8zwwqDH1p8UAGbd-bLw](https://www.youtube.com/channel/UCJO_T8zwwqDH1p8UAGbd-bLw) as well as CNVC's website <https://nonviolentcommunity.org/> and social media.

### Scope of Services & Expected Deliverables

We are seeking services to edit raw footage and audio into a polished, completed product suitable for sharing on YouTube and other digital platforms. This may also include dubbing Spanish audio over video footage as applicable. Once footage is delivered, we request completed videos be turned around within **two weeks**. CNVC reserves the right to request additions or changes to the products during the editing phase before final approval and delivery of completed product.

### Style References

Here are links to previous videos created by CNVC staff for the Keeping Kids Safe program:

Keeping Kids Safe Story Time: "Your Body Belongs to You" <https://youtu.be/FjHS6tI3rn8>

Keeping Kids Safe: Mikey Says No <https://www.youtube.com/watch?v=MB2bl6c87Tw&t=17s>

Keeping Kids Safe: Miguel Dice Que No <https://www.youtube.com/watch?v=7ooO1y20U6k>

It's My Body Song (to the tune of Baby Shark) [https://www.youtube.com/watch?v=8guKw2Ubq\\_g](https://www.youtube.com/watch?v=8guKw2Ubq_g)



## Key Dates

MILESTONE	DATE
Project Kick Off Meeting; Planning meeting with CNVC Project Coordinator and additional personnel as identified. Memo summarizing discussion & decisions submitted by contractor to CNVC.	Within first week after contact is awarded
Timeline/work plan: 1) Draft of timeline and work plan 2) Finalized timeline and work plan	1 week after project kickoff 2 weeks after project kickoff
Communications	Weekly reports as well as and comms via phone or teleconferencing as needed.
Product Review	First draft of video due 1 week after receipt of footage. Notes/revisions acknowledged by service provider within 24 hours.
Deadline for deliverables	Final product complete within two weeks upon receipt of footage. All video projects complete June 30, 2021.

## Contract Period and Amount

*The work contained under this proposed contract shall begin on or about Aug. 31, 2020 and conclude by June 30, 2021. **CNVC will provide \$80 per completed video during the proposed contract period.***

*CNVC reserves the right to cancel contracted services at any time.*

## Proposal Requirements

*Please submit a 1-2-page proposal including the following your proposal:*

- *Contractor background*
- *Why you are the right fit for this project*
- *Contractor team information*
- *Relevant portfolio work*
- *Production plan and timeline*
- *Client revision process*
- *Refer to Bid #BC 2020-2021 RFP*

## Proposal Process and Next Steps

*Please submit completed proposals to Pamela Orebaugh at [hr@nonviolentcommunity.org](mailto:hr@nonviolentcommunity.org).*

*For more information, call 209-213-6275.*

*Deadline for submission is Aug. 28, 2020.*