

Request for Proposal Video Producer



August 10, 2023

Primary Contractor: Colorado Coalition for the Homeless

Project Name: Fort Lyon 10 Year Anniversary

Position: Video Producer

1. Summary

Colorado Coalition for the Homeless (Coalition, Primary Contractor) is accepting proposals for a Video Producer to create a 4-6 minute video on the Fort Lyon Supportive Residential Community in honor of the facility's 10-year anniversary. The Coalition is a 501c3 non-profit organization providing housing, health care, and supportive services to over 20,000 families and individuals experiencing homelessness each year.

2. About the Coalition

Our Mission

The mission of the Coalition is to work collaboratively toward the prevention of homelessness and the creation of lasting solutions for homeless and at-risk families, children, and individuals throughout Colorado. The Coalition advocates for and provides a continuum of housing and a variety of services to improve the health, wellbeing and stability of those it serves.

What We Do

Colorado Coalition for the Homeless moves Coloradans into safe homes and provides critical health care and support services for people experiencing homelessness. Each year, the Coalition helps more than 15,000 homeless individuals with medical and behavioral health care through its Stout Street Health Center and satellite locations in the Denver metro area and at the Fort Lyon Residential Recovery Community in Southeastern Colorado.

The Coalition also provides supportive, affordable housing through its 21 housing developments and more than a dozen rural housing partners across the state. Overall, housing one chronically homeless individual saves more than \$30,000 in emergency services costs. The Coalition houses more than 4,300 households in units we own and manage, transforming the lives of thousands while saving taxpayers millions. Every day, the Coalition provides support that helps families and individuals overcome the trauma of homelessness and works toward a future in which everyone has a stable home.

3. Project Background

In honor of the ten-year anniversary of the [Fort Lyon Residential Recovery Community](#) in Las Animas, CO, the Coalition will be hosting a celebratory event on October 11, 2023 (approximately 11AM – 2PM) and creating an accompanying video.

4. Scope of Work

Objective:

Create one 4-6 minute video highlighting the impact of the Fort Lyon program across 10 years.

Details:

The project will feature 4-6 interviews. Likely subjects include: Coalition staff, program participants and graduates, and officials from government entities. The project will also require B roll of the facility and footage of the anniversary event. Archival footage may also be available (pending).

Anticipated filming schedule:

Tuesday, October 10: subject interviews at Fort Lyon + B roll filming + drone filming (if applicable) onsite at Fort Lyon Recovery Center in Las Animas, CO

Wednesday, October 11: Anniversary event filming, onsite at Fort Lyon Recovery Center in Las Animas, CO

Additional filming is possible at another location and another time. For instance, if a government official is available for interview but unavailable on October 10/11, there may need to be an additional day of filming, potentially in the Denver area. Please include this as a contingency cost in the proposal.

Other:

Coalition staff will coordinate access to building, spaces for interviewees, scheduling with subjects, and general logistics.

5. Timeframe

Proposals are due no later than 5:00pm (MST), Friday, August 25, 2023. Proposals will be evaluated within one week. Candidates may be contacted if the selection committee is in need of additional information.

6. Travel

Preference and priority are given to local videographers in the Bent County, CO area. If applying from outside the Bent County area, please include any travel costs in the budget requests.

7. Proposal Instructions

All proposals must be received no later than 5:00pm (MST), Friday, August 25, 2023. Please include the following in your proposal:

- Sample project plan;
- Your experience creating short form summary videos and/or event videos;
- Your approach to working with non-profit organizations or other agencies;
- List of two existing client references; (nonprofit clients preferred)
- Your project team and their credentials (if applicable); and
- Contact name, email, and phone number if clarification is needed or you are selected.

The video will have a budget of up to \$5,000. Please submit your proposal via email to awhitham@coloradocoalition.org. Proposals will be evaluated based on project plan details, experience and sample materials, and cost effectiveness.

8. Contact Information

Alexis Whitham

Director of Communications

awhitham@coloradocoalition.org

(970) 541-9048