

RFP 1: Film Assistant - Re-Connecting the Twin Cities Oral History Project 2025

Issued by: Our Streets MN

Project Name: Re-Connecting the Twin Cities Oral History Project 2025

Funded by: Legacy Grant through the Minnesota Historical and Cultural Heritage Program

Project Overview

Our Streets MN seeks a qualified filmmaker to support the creation of video content for the *Re-Connecting the Twin Cities Oral History Project 2025*. This project focuses on capturing oral histories and community conversations from St. Paul residents along the I-94 corridor, documenting their experiences from the construction of the interstate to the present day. The resulting video content will be archived and shared as part of the Minnesota Historical Society collection.

The contract period is February through December 2025.

Scope of Work

The selected filmmaker will:

1. Attend scheduled interviews and group conversation events to record video and audio content.
2. Provide professional-grade video and audio equipment, including microphones and lighting.
3. Edit recorded footage in collaboration with the Public Historian to produce drafts for participant review within one month of filming.
4. Film supplemental footage (B roll) of neighborhood locations and events as needed.
5. Produce a compilation video summarizing key themes and representative moments from the interviews.

Minimum Qualifications

- Experience filming interviews and gatherings, both indoor and outdoor.
- Expertise in managing AV equipment to capture high-quality audio and video.
- Proficiency with film and audio editing software.
- Access to relevant AV equipment (lapel mics provided by Our Streets if necessary).
- Flexible availability for weekday, weeknight, and weekend events.

Preferred Qualifications

- Familiarity with neighborhoods along the I-94 corridor in St. Paul.
- Experience with documentary-style filmmaking or oral history projects.
- Passion for capturing historical perspectives and community narratives.

Proposal Submission Requirements

Please include:

1. **Cover Letter:** Briefly describe your qualifications, interest in the project, and familiarity with St. Paul neighborhoods (if applicable).
2. **Resume or CV:** Highlight relevant experience and previous projects.
3. **Work Samples:** Links to previous video projects, especially those with documentary or oral history content.
4. **Proposed Budget:** Include hourly rates and equipment costs, if applicable.

Evaluation Criteria

Proposals will be scored based on the following criteria (100 points total):

1. **Relevant Experience (40 points):** Demonstrated success in filming, editing, and managing AV equipment.
2. **Work Samples (30 points):** Quality and relevance of past projects.
3. **Budget and Cost-Effectiveness (20 points):** Proposed costs align with project needs and budget constraints.
4. **Local Representation (10 points):** Preference for local filmmakers familiar with project neighborhoods.

Submission Deadline

Submit proposals via email to [email] by **January 31, 2025**.