

Terms of Reference

Videography and Photography for the FACT Project in Nepal

Period of Performance: March 1 – May 31, 2018

Background: The Georgetown University Institute for Reproductive Health (IRH) has received funding from the United States Agency for International Development (USAID) to implement the “Fertility Awareness for Community Transformation (FACT) Project” (Cooperative Agreement No. OAA-A-13-00083). FACT is a five-year project implemented by IRH. In Nepal, IRH is working in partnership with Save the Children (SC).

FACT aims to foster an environment where women and men can take actions to protect their reproductive health throughout the life-course. As a research, intervention, and technical assistance project, FACT is implementing interventions for increasing fertility awareness (FA) and expanding access to Fertility awareness-based Methods (FAM) at the community level, with the goal of reducing unintended pregnancies and improving reproductive health outcomes.

The fertility awareness solution under the FACT project in Nepal is called [Pragati](#). The solution aims to improve fertility awareness and increase family planning (FP) use through existing community networks in five districts of Nepal: Bajura, Nuwakot, Pyuthan, Rupandehi, and Siraha. Nine learning games, followed by discussions diffuse FA and FP information and facilitate community discussions around social and gender norms that inhibit family planning use.

The games are designed to address topics related to fertility awareness, family planning, and social and gender norms. The primary beneficiaries of this intervention are men and women between 15 and 25 years old (married and unmarried), postpartum women, newly married couples, women with migrating spouses, and hard-to-reach groups (Janajati, Dalit, Chhetri, and Muslim).

Pragati builds the capacity of Health Facility Operation and Management Committee (HFOMC) members to ensure project buy-in, Health facility staff (HFS) to provide support, and select community-based promoters comprised of Female Community Health Volunteers (FCHVs), select Health Mothers’ Groups (HMGs), and male FP champions to play Pragati games in their communities.

Task Description: IRH is seeking an experienced videographer and photographer to record interviews with the aforementioned project participants and footage of the games being played. The final products will be an edited micro-documentary and a series of 1 – 2 minute how-to videos explaining how to play the games.

Micro-Documentary

3 districts (Siraha, Rupandehi, and Pyuthan) have been chosen for video collection. Within each district, the videographer will visit 1 – 2 Village Development Committees (VDCs). Project staff in the districts will assist with the identification of participants, where the videographer will conduct 4-5 interviews. The videographer/photographer will capture High Definition (HD) video footage, including visual and audio. The videographer/photographer will take high quality still photos of the interview participants and the games themselves.

The footage will be used to create a short “micro-documentary” video (maximum 8 minutes long) that depicts the project’s impact and potential. Video footage and photographs will also be used in materials that share project research findings and results.

How-To Series

A series of shorter videos (5 videos approximately 1 to 2 minutes long) will also be developed. These videos will communicate how to play each of the Pragati games. Footage for these videos will be collected in Kathmandu, Nepal. The videographer, in collaboration with the FACT team, will stage the implementation of 5 games. Game participants and instructors will be coordinated by the FACT team. The videographer will coordinate the optimal location with the FACT team, facilitate high quality video and audio collection, and design procedures to ensure all relevant aspects of the game are presented. This may include staging, reshooting with individual participants, etc. IRH will provide a storyboard and script before filming begins.

Important project contributions that these videos will demonstrate include:

Micro-Documentary

1. Community-based family planning provision is critical to expanding access to hard-to-reach areas, and FCHVs, HMG champions and Male Champions are able to engage the community effectively to this end.
2. Alternative approaches to social behavior change such as games are acceptable mechanisms to spark and reflect upon sensitive conversations.
3. Games provide opportunities to engage marginalized or hard-to-reach communities with important fertility awareness and family planning messages.

How-To Series

1. Game delivery procedures.
2. Game goals, key components, tools and anticipated outcomes.

The videographer/photographer will supply all of his/her own equipment, which must be suitable for outdoor use. Interviews will primarily be conducted outdoors; some interviews may be conducted indoors if space is available. As such, the interviewer must be able to be creative with difficult lighting scenarios, including shooting in direct sunlight, covered spots, and shadows.

The videographer/photographer will work closely with IRH and SC staff in order to coordinate travel to project sites and capture footage and photographs of the activities. The videographer will follow all IRH and SC guidelines regarding participants’ consent to be recorded and still photographed and child safeguarding.

Approximately 3-4 hours of video footage and 50 photographs will be recorded at each site. At each of the selected sites, the videographer/photographer will record:

- Interviews 3-4 Pragati participants
 - IRH will provide a brief list of questions. Interviews may be conducted individually or in groups. Interviews may be conducted in Nepali or the local language.
- Interviews with 3-4 health facility staff

- IRH will provide a brief list of questions. Interviews may be conducted individually or in groups. Interviews will be conducted in Nepali or the local language.
- Interviews with 3-4 community-based promoters (FCHVs, Health Mothers Group Champions, and/or Male Champions) of the Pragati games
 - IRH will provide a brief list of questions. Interviews may be conducted individually or in groups. Interviews may be conducted in Nepali or the local language.

Deliverables:

- Fully-edited video series, digital recordings of all interviews and B-roll footage in HD, preferably 1280 x 720 px. Sound quality must be good with as little noise as possible. Video files will be sent to IRH electronically in .mov or .mp4 format, organized according to site name and date, with a list identifying the site name and date of each recording.
- High quality, high resolution still photographs of participants and games. Photographs will be sent to IRH electronically, organized according to site name and date, with a list identifying the site name and date of each photograph.

Note that all filming must take place before March 15, 2018. Editing should be finalized by May 31.

Application Instructions: Applicants should submit a cover letter, budget, CV or Capacity Statement, and one portfolio piece of a brief video demonstrating a similar project. Include in your cover letter a description of the type of equipment that you would be using. Submissions should be sent to: irhinfo@georgetown.edu by February 15th, 2018.