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## REQUEST FOR PROPOSAL

### WEBSITE DEVELOPMENT AND DESIGN

### FOR THE ORAL HISTORY MEDIA PROJECT “BETERANU GI GERAN VIETNAM: IN THEIR OWN WORDS; IN THEIR OWN LANGUAGE”

RELEASE DATE: APRIL 5, 2022

DUE DATE: APRIL 30, 2022

Dr. Robert Underwood, in partnership with Humanities Guåhan (HG) and the National Endowment for the Humanities (NEH), is requesting proposals from graphic and design artists and website developers in Guam to provide services and assistance in the oral history media project, “Beteranu Gi Geran Vietnam: In Their Own Words; In Their Own Language.” This project will make publicly accessible, via a freestanding website, oral histories of the Vietnam War and its aftermath from Thirty CHamoru-speaking veterans of the conflict.

#### PROJECT GOALS & SCOPE OF SERVICES

Work will entail the development aspects of the “Beteranu Gi Geran Vietnam” project, which includes creating the layout, design and content posting for the website, working closely with the project director and Humanities Guåhan’s web developer/manager to host and manage the website, and creating promotional materials for the website launch.

#### LOGISTICAL CAPACITY

- Work with “Beteranu Gi Geran Vietnam” project director in coordination with Humanities Guåhan on the overall development of a stand-alone website for the presentation of an online oral history project.
- Develop, design, and post the website content, including videos, photos and closed captioning of translations.

- Work closely with Humanities Guåhan’s web developer/manager, to host and manage the website.
- Promote the launch of the website through a variety of media platforms in coordination with the project director and Humanities Guåhan

## EXPERIENCE

- Previous experience in graphic design and website design and development, as well as hosting and managing websites

## ESTIMATED PROJECT TIMELINE

These services are required through August 31, 2022 with the following timeline:

### *May 2022 – June 2022*

- *Work with project team to review ideas, designs and content*
- *Develop and design the website*

### *July 2022*

- *Review, test and refine website design and posted content*
- *Begin promotion of the website launch*

### *August 2022*

- *Launch the Beteranu website*

## PROPOSAL ELEMENTS

Proposals, at the minimum, must include a resume/CV, a description outlining any experience, distinguishing skills or capabilities as they might relate to the project and a project scope of work with associated budget. You may also submit a digital portfolio of previous work.

## SUBMISSION

Proposals should be submitted to Dr. Robert Underwood, Project Director, “Beteranu Gi Geran Vietnam,” at [anacletus2010@gmail.com](mailto:anacletus2010@gmail.com). Questions regarding this project may be directed to Dr. Robert Underwood. For any additional information, contact the Humanities Guåhan Executive Director Dr. Kimberlee Kihleng at 472-4463, [kkihleng@humanitiesguahan.org](mailto:kkihleng@humanitiesguahan.org).