

AGREEMENT FOR COMMUNITY TECHNOLOGY GRANT

This Agreement is between the Mt. Hood Cable Regulatory Commission (Commission), through the Office for Community Technology (OCT), and National Alliance for Filipino Concerns (Grantee) (together referred to as the "Parties").

RECITALS:

This Agreement is entered into for the purpose of providing the Commission's grant funds for the Grantee's CARE project.

AGREEMENT:

1. Grant Amount, Use of Grant

Grantee is awarded an amount not to exceed \$55,969 for specific capital costs related to the Grant project. Grantee shall use the Grant funds exclusively for the purposes outlined in its Grant Application (the "Grant"). The Grant Application is attached to this Agreement as Attachment 1, and incorporated herein by reference. Grantee shall not use the Grant funds for any purposes other than those set forth in Attachment 1.

2. Project Manager

The Commission's Project Manager shall be Rana DeBey or such other person as shall be designated in writing by the OCT Community Technology Program Manager.

3. Payments

Upon submission of an invoice from Grantee, and upon certification by the Project Manager that the invoice is in accordance with this Agreement, the Commission shall pay to the Grantee \$55,969 as specified in the invoice within thirty (30) days after receipt of the invoice.

Grantee shall submit the invoice online through the Commission's online grants management system using the claims module. The invoice, uploaded as an attachment to the grants management system claims module, shall be on Grantee's letterhead, signed and dated by an authorized representative of Grantee and addressed to "MHCRC c/o City of Portland." The invoice shall include an invoice number, the title of the Grant project and the total grant amount authorized by the Grant. If the Project Manager finds that the invoice is not in accordance with this Agreement, the Project Manager shall notify the Grantee of the reason(s) for the disallowance and non-payment.

Upon request, Grantee shall provide supporting documentation to demonstrate need for invoice payment required for purchase of capital goods in accordance with this Agreement at the time of invoice submission. Alternative payment schedules may be adopted at the Project Manager's discretion based on the supporting documentation provided. The Project Manager shall notify the grantee if an alternative payment schedule is necessary.

All expenditures made from Grant funds for Grant project capital costs must be made at least sixty (60) days prior to the expiration of this Agreement.

Grantee shall repay to the Commission, thirty (30) days prior to the expiration date of this

Agreement, any Grant funds that have not been expended for Grant purposes.

Prevailing wages. State of Oregon, Bureau of Labor and Industries (BOLI) wage rates are required for certain contracts that total \$50,000 and above. If Grantee's project is subject to the prevailing wage requirements, Grantee will comply with the prevailing wage requirements of ORS 279C.800 through 279C.870 and any other applicable prevailing wage requirements contained in ORS 279C, Oregon administrative rules, or city code.

4. Records

Grantee shall account for the Grant funds separately in its books of accounts. Grantee shall charge only Grant-related expenditures against Grant funds.

Grantee agrees to keep accurate and complete financial records that will enable the Commission to easily determine the use of Grant funds and the allocation method of Matching Funds committed by Grantee and Project Partners in the Grant for the project. Grantee shall maintain all financial records related to the Grant for ten (10) years after the termination of this Agreement. Grantee shall provide the Commission prompt access to these records upon request and permit copying as the Commission may require.

5. Reports

Grantee shall submit Interim Status Reports and a Final Status Report (collectively referred to as 'Report(s)') to the Project Manager using the Commission's online grants management system. The Reports shall include both programmatic and financial information as established by the Commission. For a Report to be acceptable to the Project Manager, the Grantee shall document and clearly describe the progress of the grant scope in accordance with the reporting schedule defined below.

Interim Status Reporting periods are July 1, 2021 through December 31, 2021; January 1, 2022 through June 30, 2022; July 1, 2022 through December 31, 2022. Interim Status Reports are due within thirty (30) days of the end of each reporting period.

Grantee shall submit a Final Status Report no later than March 1, 2023.

Interim and Final Status Reports shall include an accurate and complete financial report of Grant fund and Matching fund expenditures. The Report shall include copies of receipts or other evidence of payment for actual grant funded capital costs incurred by Grantee related to the Grant.

The Project Manager, at her/his sole discretion, may require additional programmatic information or financial documentation of Grant project expenditures. Grantee shall make its books, general organizational and administrative information, documents, papers and records that are related to this Agreement or Grantee's performance of services related to this Agreement available for inspection by the Project Manager or other Commission representatives during reasonable business hours following five (5) business days advance written notification from the Project Manager.

Grantee shall immediately provide notice in writing by electronic mail to the Project Manager when Grantee anticipates or realizes any deviation in the Grant project which may result in Grantee's inability to complete the Grant project as originally submitted and approved by the

Commission.

6. Project and Fiscal Monitoring

The Commission and the Project Manager shall monitor the Grantee's performance on an as needed basis to assure compliance with this Agreement. Such monitoring may include, but is not limited to, on site visits at reasonable times, telephone interviews and review of required reports. Monitoring will cover both programmatic and fiscal aspects of the Grant. The frequency and level of monitoring will be determined by the Project Manager. Grantee shall remain fully responsible at all times for performing the requirements of this Agreement.

7. Audit

Because grant funds are derived from the cable franchises, the cable companies may conduct a financial review or audit of Grantee for the purpose of verifying whether use of capital grant funds is in accordance with the requirements of cable franchises related to use of capital grant funds. If the Commission receives notice from a cable company in accordance with the terms of the cable franchises of such audit or review, the Commission's Project Manager shall notify Grantee within five (5) business days of receiving the notice, and shall identify to Grantee the relevant financial records of Grantee that the cable company seeks to review. The scope of such audit or review of Grantee shall be consistent with the terms of the applicable cable franchise. Grantee agrees to make such relevant financial records available to cable company's authorized representative for inspection and copying. Such records shall be reviewed during normal business hours at a time and place made available by Grantee. The Commission's Project Manager shall promptly provide Grantee with written notice of the audit or review's conclusions.

8. Publicity

Any publicity regarding the project shall indicate that the project was made possible by a Grant from the Commission through funds provided by the cable companies. Grantee shall notify the Project Manager before releasing information about the Grant to the press or other news media. The Commission may include information regarding the Grant in periodic public reports.

9. No Other Obligations/Complete Agreement

Grantee acknowledges that, except for the Grant, the Commission has no obligation to provide, and the Commission has not led Grantee to believe in any way (whether expressly or by implication) that the Commission will provide any additional or future assistance, financial or otherwise, either to Grantee or for the Grant project.

This Agreement contains the complete agreement of the parties. This Agreement may not be assigned, nor may any of the Commission's rights be waived, except in writing signed by a duly authorized representative of the Commission. The Commission may specifically enforce, or enjoin a breach of, the provisions of this Agreement, and such rights may be freely assigned or transferred to any other governmental entity by the Commission.

10. Representations

Grantee represents that it has full power and authority, and has obtained all necessary approvals, to accept the Grant, to carry out the terms of the Grant and this Agreement, and to conduct the Grant project in compliance with all applicable laws.

11. Indemnification

Grantee shall hold harmless, defend, and indemnify the MHCRC, and its officers, agents and employees against all claims, demands, actions, and suits (including all costs) brought against any of them arising from actions or omissions of GRANTEE and/or its contractors in the performance of this Agreement.

Prevailing wage indemnity. Grantee agrees to indemnify, defend, and hold harmless MHCRC, its employees, officers, and agents, from and against any claim, suit, or action, including administrative actions, that arise out of Grantee's failure to comply with ORS 279C.800 to 279C.870 and any applicable administrative rules or policies.

12. Compliance with Laws

The Commission and Grantee agree to comply with all applicable local, state and federal laws and regulations that apply to the subject matter of this Agreement.

13. Independent Contractor Status

Grantee and its contractors and employees are not employees of the MHCRC or the City of Portland and are not eligible for any benefits through the MHCRC, including without limitation, federal social security, health benefits, workers' compensation, unemployment compensation, and retirement benefits. GRANTEE will be responsible for any federal, state, or local taxes and fees applicable to payments hereunder.

13. Amendment

The Project Manager is authorized to amend the terms and conditions of this Agreement, provided such changes do not increase the Grant amount or the Commission's financial risks or change the purpose of the Grant. If approved, such amendments shall only be effective if in writing, and signed by duly authorized representatives of both Parties. Any change in the amount of the Grant funds or the financial risks under this Agreement must be approved by vote of the Commission.

14. Term of the Agreement

This Agreement becomes effective on July 1, 2021, unless Grantee fails to sign and return the Agreement to the Commission within thirty (30) days of Commission action to approve the Agreement, in which event this Agreement shall be null and void. The term of this Agreement is through, and including, March 31, 2023, unless extended or earlier terminated under the terms of this Agreement.

15. Early Termination of Agreement

This Agreement may be terminated prior to the expiration of its term by:

- (a) Written notice provided to Grantee from the Commission before any obligations are incurred; or
- (b) Mutual written agreement of the Parties.
- (c) Alternatively, the MHCRC may, upon thirty (30) days written notice, terminate this agreement for any reason deemed appropriate in its sole discretion.

Termination of this Grant shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination. However, upon receiving a notice of termination, Grantee shall immediately cease all activities under this Grant, unless expressly directed otherwise in writing from the Commission in the notice of termination. Further, upon termination, the Commission and/or Grantee shall deliver to the other party all works-in progress and other property that are or would be deliverables had the Grant been completed. Grantee shall be entitled to receive reasonable compensation as provided for under this Agreement for any satisfactory work completed up until the time of notice of termination.

16. Material Failure to Perform

The Project Manager may terminate this Agreement after determining that Grantee has failed to comply with any material term or condition of this Agreement. It shall be a material breach and cause for termination of this Agreement if Grantee uses grant funds outside the scope of this Agreement.

Notice and Opportunity to Cure. The Project Manager shall give Grantee written notice of the intent to terminate this Agreement, identifying the reasons for such action. Grantee shall have thirty (30) days from the date of the written notice to cure the breach. If the breach is of such nature that it cannot be completely cured by Grantee within the thirty (30) day period, then Grantee shall submit a cure plan to the Project Manager no later than fifteen (15) days from the date of the written notice. Grantee's cure plan shall include actions, steps, and a time period to cure the breach. Grantee must obtain written consent from the Project Manager to proceed with a cure plan under an extended cure period.

No Payment During Cure Period. During the cure period or extended cure period, the Commission is under no obligation to accept or pay invoices submitted by Grantee under this Agreement. Grantee shall not perform services or take actions that would require the Commission to pay grant funds to Grantee without the written consent of the Project Manager. Grantee shall not spend unused grant funds and such unused funds shall be solely held in trust for the Commission. Grantee shall be solely responsible for any expenses associated with cure of its noncompliance or failure to perform.

Cause for Termination. If Grantee fails to cure the material breach within thirty (30) days of the written notice of termination, or if Grantee does not receive consent from the Project Manager to proceed with a cure plan and executes the cure plan satisfactory to the Project Manager, then the Commission may, at its sole discretion, require Grantee to refund to the Commission any amounts improperly expended, any unexpended amounts or the full amount of Grant funds paid by the

Commission to Grantee for the Grant project in compliance with the terms and conditions of this Agreement.

17. Suspension of Work

The Project Manager may at any time give notice in writing to Grantee to suspend work and expenditure of funds provided under this Agreement. The notice of suspension shall specify the date of suspension and the estimated duration of the suspension. Grantee shall immediately suspend work and expenditure of funds to the extent specified. During the period of the suspension Grantee shall properly care for and protect all projects in progress including materials, supplies, and equipment that are on hand for performance of the Grant. The Project Manager may, at any time, withdraw the suspension of work as to all or part of the suspension in written, by electronic mail, notice to Grantee specifying the effective date and scope of withdrawal. Grantee shall then resume diligent performance of the work. In no event shall Grantee be entitled to any incidental or consequential damages because of suspension.

The causes for suspension of work include, but are not be limited to, Project Manager's concerns about Grantee's ability to complete the Grant in accordance with this Agreement or any other non-compliance with the Agreement.

18. Non-Discrimination

In carrying out activities under this Agreement, Grantee shall not discriminate against any employee or applicant for employment on the basis of race, color, religion, age, sex, marital or economic status, familial status, national origin, sexual orientation, disability or source of income. Grantee shall take actions to insure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, age, sex, marital or economic status, familial status, national origin, sexual orientation, or disability. Such action shall include but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Grantee shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, marital or economic status, familial status, national origin, sexual orientation, disability or source of income. In regard to carrying out activities under this Agreement, Grantee shall further not arbitrarily refuse to provide services to any person and shall not discriminate in offering services on the basis of race, color, religion, age, sex, marital or economic status, national origin, sexual orientation, disability or source of income.

19. Severability

Commission and Grantee agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

20. Choice of Law and Choice of Forum

This Agreement shall be construed according to the laws of the State of Oregon, without regard to its provisions regarding conflict of laws. Any litigation between the Commission and Grantee arising under this Agreement or out of work performed under this Agreement shall occur, if in the state courts, in the Multnomah County court having jurisdiction thereof, and if in the federal courts, in the United States District Court for the State of Oregon.

21. Survival

As of the date of termination of this Agreement, any pre-existing unresolved claim or dispute by either Party, including but not limited to, money owed, performance due, or any other obligations of the Parties, that is the result of the other Party's performance or non-performance, will, by their terms, survive termination of this Agreement and will be resolved in accordance with the terms and conditions of this Agreement. All indemnity and unperformed obligations will survive termination of this Agreement. The obligation under Section 5 to submit a Final Report shall also survive termination of this Agreement.

22. Assignment

This Agreement or any interest therein may not be assigned or subcontracted without the prior written consent of the Project Manager. In the event of transfer without prior written consent, the Commission may refuse to carry out this Agreement with either the transferor or the transferee and yet retain and reserve all rights of action for any breach of contract committed by Grantee.

Notwithstanding Grantee's use of any subcontractor for performance of this Agreement, Grantee shall remain obligated for full performance hereunder, and the Commission shall incur no obligation other than its obligations to Grantee under this Agreement. Grantee agrees that if subcontractors are employed in the performance of this Agreement, the Grantee and its subcontractors are subject to the requirements and sanctions of ORS Chapter 656, Workers' Compensation.

23. Electronic Means

The parties agree the Commission and Grantee may conduct this transaction, including any contract amendments, by electronic means, including the use of electronic signatures.

24. Notice

Any notice provided for under this Agreement shall be sufficient if in writing and (1) delivered personally to the following addressee, (2) deposited in the United States mail, postage prepaid, certified mail, return receipt requested, (3) sent by overnight or commercial air courier (such as Federal Express), or (4) email addressed as follows, or to such other address as the receiving party hereafter shall specify in writing:

If to the Commission:

Attn: Rana DeBey, Project Manager:
Mt. Hood Cable Regulatory Commission
c/o City of Portland/ OCT
1120 SW 5th Ave, Suite 405

Portland, OR 97204
Email: rana@mhcrc.org

If to Grantee:

Attn: Nikki De Leon, Coordinator
National Alliance for Filipino Concerns
1537 SE Morrison
Portland, OR 97214
Email: nikki@nafconusa.org

Any such notice, communication or delivery shall be deemed effective and delivered upon the earliest to occur of actual delivery, three (3) business days after depositing in the United States mail as aforesaid, one (1) business day after shipment by commercial air courier as aforesaid or the same day an email transmission is sent (or the first business day thereafter if sent on a Saturday, Sunday or legal holiday).

AGREEMENT FOR COMMUNITY TECHNOLOGY GRANT: CARE Project

GRANTEE: National Alliance for Filipino Concerns

BY: _____ Date: _____

Name: _____

Title: _____

MT. HOOD CABLE REGULATORY COMMISSION SIGNATURES:

By: _____ Date: _____
Mt. Hood Cable Regulatory Commission Chair

Approved as to Form:

By: _____ Date: _____
Mt. Hood Cable Regulatory Commission Attorney



Application

01422 - 2021 Community Technology Grants

01652 - CARE PROJECT

Community Technology Grants

Status:	Submitted
Original Submitted Date:	05/18/2021 12:35 PM
Last Submitted Date:	06/07/2021 10:27 AM

Primary Contact

Feel free to edit your profile any time your information changes. Create your own personal alerts using My Alerts.

Name:	Nikki	De Leon
	Salutation	First Name
		Middle Name
		Last Name
Email:	nikki@nafconusa.org	
Phone:*	503-915-7689	
	Phone	Ext.
Title:		

Organization Information

Organization Name:	National Alliance For Filipino Concerns		
Organization Type:	Non-Profit Entity		
Tax ID	45-4128737		
Organization Address:	7136 N Chase Ave.		
City*	Portland	Oregon	97217
	City	State/Province	Postal Code/Zip
Phone:	503-915-7689		

Project Narrative

Total Grant Funds:	\$55,969.00
Total Match Funds:	\$160,466.00
Total Funds:	\$216,435.00
Proposed Technology	Video production equipment
Public Benefit Area	Improving Community Involvement
Project Purpose	

In defining the project purpose, applicants must:

The primary community and participants of this project are Filipino Domestic Workers and aspiring cultural workers in Multnomah County. The project aims to directly engage up to 50 to 100 caregivers and 15 cultural workers coming from multiple disciplines all encompassing filmmaking in the creation of a short video series leading to a 30-40 minute observational documentary.

In 2020, NAFCON OR launched the Bayanihan response to Covid 19 which gave us an insight in the quality of living of domestic workers and the social isolation of their work compounded by limited labor protections for this workforce. This initial community research led to the formulation of this project that would allow us to amplify such a significant yet invisible sector of society. We would like to produce videos to be shared in online platforms (zoom, youtube, facebook, vimeo), community media centers, and through in-person showings to raise awareness about the domestic worker sector and encourage community members to be involved in advocacy.

The CARE project is a storytelling platform for domestic workers in Portland. Their stories will encompass their life in the Philippines, the Migration to the US, and their experiences as a worker, shedding light to the sacrifice and impacts of migration on Overseas Filipino Workers (OFW). This storytelling project will include a series of 1 minute videos as we engage and build with caregivers as the characters, this will culminate a 40 minute observational documentary tentatively titled "Labor of Care" In our framework, we believe that culture is the reflection of economy and politics. In this effort we are empowering local API filmmakers to engage in cultural work, which is pushing the boundaries of individual artistry to cultural work that is based on, inspired by, and for the community and their struggles in migration. The filmmakers will discuss and engage with the impacts of economy and politics that have driven workers to migrate from their homes through the visual account and oral histories captured supplemented by monthly educational discussions to raise consciousness. These educational discussions with community members and resource speakers will support in sharpening the storyline which the cultural workers will emphasize through the production of the documentary.

In the project, we will be utilizing the Participatory Action Research (PAR) to contact and build access with "hard-to-reach" immigrant populations who are oftentimes isolated from research and social services on the basis of language, status, and location. In the domain of video production, this PAR method is utilized to build trust, develop the main characters, and identify the story arc of the video we are producing. Cultural workers will be encouraged to utilize multiple disciplines to amplify the voices of the community, providing a platform for the caregivers to see themselves reflected in film and to then feel uplifted in knowing their collective nature and power as part of the diaspora.

Overall, we will build contacts by focusing on where there is a high concentration of domestic workers (care homes and workplaces). We will interview at least 50 caregivers and in order to create a compelling documentary we will need to identify 6-8 main characters whose voice stands out. Using the PAR method, we will start off with interview sessions with one caregiver at a time and we will ask questions around their life in the Philippines and general information about their work as a caregiver. Once we have gathered an initial base of contacts, we will host monthly educational discussions and training that allows our caregivers to share their stories and listen to similarities and differences in their experiences. The educational discussions will generally have prompts that allow the caregivers to share along with trainings on current issues and topics including Philippine History and the Diaspora, on the role of culture and education, theatre of the oppressed, and the role of community organizing and civic engagement. These discussions will be filmed to capture B-roll and the development of our character's voice. The discussions will be formatted consistently throughout the year so that we are able to document our observations and incorporate them into our storyboard for the documentary which will be submitted to Metro East Media.

Labor of Care, the documentary, will allow us to connect workers advocacy with cultural work. This is an attempt to allow viewers to connect to the testimonies and stories of caregivers from their migration story to their day to day struggles on the job and through the pandemic. It is an opportunity to make common the stories not often told or stories swept under the rug because of its sheer difficulty, links to exploitation, and trafficking.

(This field has a character limit of 7000)

Measurable Project Outcomes

What project outcomes (no more than four) do you hope to achieve for the identified community or targeted beneficiaries through the use of the proposed technology?

The MHCRC is interested in outcomes related to the use of the technology. You will be asked to report on progress made toward achieving these outcomes in your semi-annual grantee reports.

Outcome 1: Directly engage up to 50 to 100 caregivers and 15 cultural workers coming from multiple disciplines in the creation of a short video series leading to a 30-40 minute observational documentary to be submitted to Metro East media

Outcome 2: Engage 5,000 viewers through online and in person showings in order to raise awareness about the domestic worker sector and encourage community members to be involved in advocacy

(This field has a character limit of 1500)

Evaluation Plan

How will you evaluate progress toward, and achievement of, the projects anticipated outcomes?

The evaluation plan should include evaluation questions, strategies or methodologies to collect data in order to answer the questions and steps to document findings and lessons learned, and should directly tie to the measurable outcomes listed above.

The evaluation plan for this project will look at the qualitative and quantitative developments in engagement, empowerment, and visibility. Evaluation with the community organizers and partners will be done every 6 months at midyear and end of year covering the general questions of:

- What were our deliverables in this period and did we meet them?
- What education discussions and training did we provide for the community? How many were we able to engage?
- For caregivers
- For Filmmakers
- How many people did we engage? (Online and in person)
- What are areas for improvement or changes in the next period?
- What is the status report on the creation of our documentary and its readiness for release and submission to Metro East Media?

In order to evaluate our reach and quantify our viewership online and in-person, we will utilize online platforms such as zoom, youtube, facebook, and vimeo that will give us data on engagement. For in-person showings, we will utilize eventbrite as an RSVP platform and Sign-In sheets in order to track how many people we were able to mobilize.

(This field has a character limit of 2500)

Project Partners

A "Project Partner" is defined as an organization that supplies cash or in-kind resources and/or plays an active role in the planning and implementation of the project. You should present who your project partners are, their respective roles in the project, and specific contribution each partner will make to the project in the form of financial support, equipment, personnel, or other resources.

Please list project partners as confirmed or unconfirmed.

Please include a contact name & email address for each project partner listed. Staff will contact the project partner in order to verify the partnership.

Asian Pacific American Network of Oregon

Coua Xiong, coua.xiong@apano.org

Role of Partner: APANO is a confirmed partner who will support the project through publicity via APANO Arts and Media Project (AMP) and matching funds, still to be determined.

Migrante Portland

Fredi Misay, fmisay@gmail.com

Role of Partner: Migrant is a confirmed partner who will provide community organizers to support in the interviews and educational discussions with caregivers and cultural workers. Migrante will provide 5 community organizers who will assist in the 18 educational discussions (2hours) and up to 100 caregiver interviews and reporting (3 hours). In total they will contribute a minimum of 336 hours. With the estimated value of a volunteer hour in Oregon as \$25.40, Migrante is contributing a minimum of \$8,534 in matching contributions.

Filipino Bayanihan Center

Adrienne Sebastian, adrienne.sebastian@gmail.com

Role of Partner: the FBC is a confirmed partner who will provide the physical space with a matching contribution of \$23,532 and 2 project coordinators with a matching contribution of \$124,800

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PROJECT FEASIBILITY SECTION includes: Technical Design, Project Start/End Date, Implementation Plan and Project Budget (see Final Application Budget form)

Technical Design

The Technical Design should specify in detail the proposed technology and equipment to be employed; the rationale in selecting the particular technology; how the technical design supports the projects use of the community media center channels; and the plans for maintaining and upgrading the system or equipment in the future.

There will be a total of 20 people working on this project, 5 community organizers and 15 cultural workers. Technology and equipment used will support the following:

Production - the cultural workers will utilize the Sony FX6 camera for the main shot and the Sony Alpha A7 iii for the secondary shot. A third camera will be used primarily for photography and documentation of the characters and process of creating the film. To capture the audio in the interviews and workshops, we will be using a combination of wireless lavalier microphones, shotgun, and station microphones. It will be essential that we host a series of workshops in order to connect the caregivers and the cultural workers to support in the internalization of the storyline and building access to the character arcs. For these workshops we will be utilizing translation devices and transmitters, projectors, and speakers in order to capture the attention of everyone in the room. These workshops will be filmed in order to capture B-roll and document the development consciousness and capacity building of the caregivers and cultural workers.

Post Production - In the editing process, the cultural workers will work together to review and edit all footage. Equipment to be used will include 7 laptops with adobe as the main software used along with 2 in house desktops for when the team will work and review together at the Filipino Bayanihan center. These equipment will be shared by everyone working on the project.

Release - When the documentary is finished, we hope to host in-person viewing parties indoors and outdoors.

The rationale in selecting the particular technology

The main equipment we selected are computers and video production equipment. These technologies are not easily accessible for our community which has been the main barrier in allowing us to create films that convey the stories of our community. The technologies that will be availed will allow us to produce content which we will submit for distribution on community access channels. We plan on continuing our fundraising efforts through the creation of a fundraising video in the future in order to maintain and upgrade the technology.

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Proposed Project Start and End Date:

Projects may include timelines of up to 18 months, and must wrap up by December 2022.

Proposed Start Date (month/year): July 2021
Proposed End Date (month/year): December 2022

Implementation Plan

The Implementation Plan should include major tasks and milestones in addition to detailed tasks needed to successfully implement the project..

GENERAL TIMELINE

- Month 1 to 6 - Research and Contact Building - The focus of the first 6 months of this project is to identify specifically where Filipino immigrants are working. Often, they stay at the Care Homes which proves to be isolating and contact building will require our team to immerse with the community and its activities. At the same time we will start convening a group of cultural workers to discuss the work plans for the documentary and we will begin the interview process.
- Month 7 to 12 - Implementation of Series and post-production (10 dates) - The focus of the second phase is to implement the project and engage the care givers in the topics of migration stories, sharing of experiences, historical analysis, know your rights trainings, and capacity building through community building -- all to be filmed and documented. In this period we will start review materials and begin the editing process.
- Month 13 to 18 - Impact Evaluation and Assessment - The last 3 months of the project will focus on assessing with the participants and identifying ways in which we can uplift the stories of these immigrants who often are invisible modern day heroes.

API CULTURAL WORKERS

1. Contact Building - through an online interest form for cultural workers (writers, videographers, photographers, and musicians)
2. Training and Development - training and capacity building will be done through monthly discussions on programming, equipment, and political situationers
3. Filming - documentation team will work alongside our community organizers as we schedule interviews and community discussions
4. Post-Production - editing and production
5. Documentary Release - online and in-person showings + discussion

(This field has a character limit of 2000)

Budget Narrative

Budget Narrative

PERSONNEL

Project Coordinator (s): There will be 2 coordinators for this project and they will oversee all aspects of the care project, both the research and documentation. Responsibilities will include ensuring that community partners, organizers, and participants are all engaged appropriately in order to meet our objectives. The Project Coordinators will work full time for 18 months. Based on an annual salary with fringe benefits of \$41,600, the cost to the project will be \$62,400 per person.

Migrante Portland will provide 5 community organizers who will assist in the 18 educational discussions (2hours) and up to 100 caregiver interviews and reporting (3 hours). In total they will contribute a minimum of 336 hours. With the estimated value of a volunteer hour in Oregon as \$25.40, Migrante is contributing a minimum of \$8,534 in matching contributions.

Grant Funds: \$0

Match: \$133,334

Total Personnel Costs: \$133,334

EDUCATION AND TRAINING

Trainer: Anthony Yamashiro will conduct initial training on video, lighting, and recording equipment along with the adobe software for the filmmakers and community organizers. The trainer will conduct the training over a period of 2 weeks. The total project cost for this initial training will be \$3,600.

Grant Funds: \$3,600

Match: \$0

CONTRACTUAL

Speaker Honoraria: Various speakers from community organizations will be invited to provide insight, training, and framework to caregivers and filmmakers. These educational discussions will be filmed and will also utilize projectors, screens, speakers, and translation devices. We intend to host 18 discussions, providing \$200 honorarium per speaker. Total cost to the project is \$3,600.

Grant Funds: \$0

Match: \$3,600

Total Contractual Cost: \$3,600

EQUIPMENT

For the production of the documentary, we will utilize technology to capture video and audio in both indoor and outdoor settings. This will require additional equipment for lighting and travel. There will be 15 cultural workers who will support in this endeavor whom we wish to provide with the following technology listed below. In the main, the equipment will be shared by the team with the exception of earphones for sanitation purposes.

Filming

- 1 Sony FX6 Digital Cinema Camera Kit with 24-105mm Lens for \$7,198
- 2 Sony Alpha a7 III Mirrorless Digital Camera with 28-70mm Lens and Accessories Kit for \$4,587
- 1 Sony FE 35mm f/1.4 GM Lens for \$1,398

Editing

- 7 Macbook Pro 13" for \$10,493
- 2 I Mac (Main Workstation) for \$3,398
- 2 Adobe CC Annual Subscription for \$1200

Audio

- 2 Rode Wireless Lavalier Mic for \$913
- 1 Rode Shotgun Mic (Kit) for \$395
- 2 Shure Station Mics for \$219
- 15 Noise cancelling earphones for \$3,000
- 5 Translation device and transmitters for \$2,500

Lighting

- 1 LED Softbox Lighting Kit for \$299

Accessories

- 6 Camera Batteries for \$480
- 2 Type A Memory Cards for \$796
- 4 SDXC Memory Cards for \$399
- 2 External Drives (Main Storage) for \$209
- 2 Mic Stands w/boom arms for \$47
- 2 DJI Ronin Stabilizer for \$1,998
- 3 Camera Tripod for \$1,201
- 3 Video Camera Case for \$780
- 7 Laptop Case for \$250
- 1 Memory Card Case for \$15
- 7 Field Bags for \$700

EQUIPMENT FOR EDUCATIONAL DISCUSSIONS

- 1 projector for \$799
- 1 projector screen for \$100
- 1 speaker system for \$200

FURNITURE FOR VIDEO EDITING STATIONS

- 3 tables, 3 chairs, and 3 power strips for \$1200

Total cost to project is \$44,781

Grant Funds: \$44,781

Match: \$0

MISCELLANEOUS COSTS

The following creative assets will be purchased for the publicity and completion of the documentary:

- Music Score (track) to be utilized in the documentary - \$2,500

Space rental in order to have a central location for the project and is being donated primarily by the Filipino Bayanihan Center. Rent for the space costs \$1,440 a month for a total of \$25,920 for the duration of the project. \$2,388 of this will be covered in the overhead costs of the budget.

Grant Funds: \$2,500

Match: \$23,532

Total Misc Costs: \$26,032

OVERHEAD COSTS

Overhead costs for this project includes space rental and utilities in order to have a central location for the project. Rent for the space costs \$1,440 a month for a total of \$25,920 for the duration of the project. Utilities are estimated to be \$150 a month for a total of \$2,700 for 18 months. The total request for overhead costs to be covered by grant funds is \$5,088 cover the entire utility cost and portion of the rental cost.

Grant Funds: \$5,088

Match: \$0

Total Overhead Costs: \$5,088

Line Item Budget

Cost Category	Grant Funds	Match Amount	Project Total
Personnel	\$0.00	\$133,334.00	\$133,334.00
Education and Training	\$3,600.00	\$3,600.00	\$7,200.00

Travel	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Equipment	\$44,781.00	\$0.00	\$44,781.00
Infrastructure/Facilities Construction	\$0.00	\$0.00	\$0.00
Miscellaneous	\$2,500.00	\$23,532.00	\$26,032.00
Overhead	\$5,088.00	\$0.00	\$5,088.00
Totals	\$55,969.00	\$160,466.00	\$216,435.00

Supplemental Material Attachments

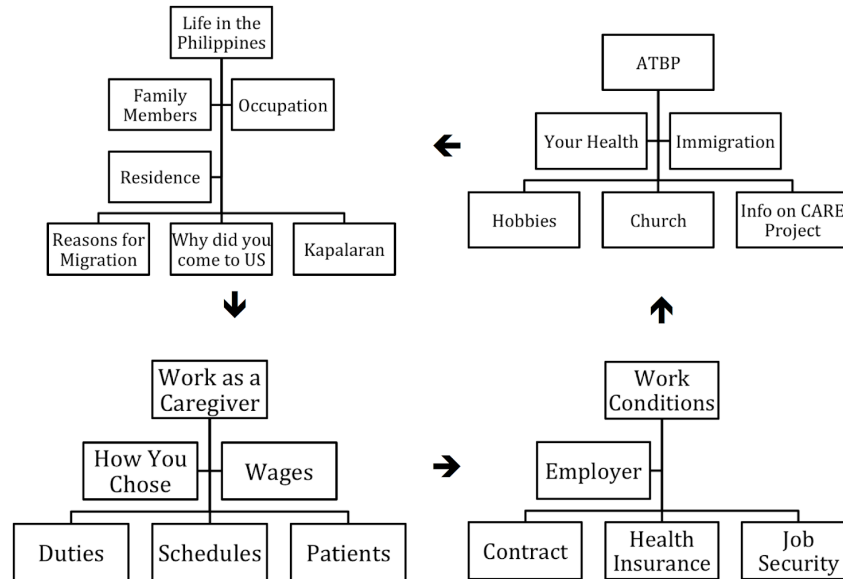
File Name	Description	File Size
Care Project - Supplemental Materials.pdf	PAR Method Design and Video Treatment	268 KB

Final Application Signature

Signature of Duly Authorized Representative	Nikki De Leon
Date	05/18/2021
Title	Coordinator
Phone	503-915-7689
E-mail	nikki@nafconusa.org

CARE PROJECT - Supplemental Materials

1. Participatory Action Research (PAR) Method Interview Design & Questionnaire



GENERAL INFO	
Name or pseudonym	
Gender	
Birth year	
Status: Married, Single, Divorce, Complicated, Domestic Partnership etc.	

BUHAY SA PILIPINAS // LIFE IN THE PHILIPPINES	
Kamusta po kayo? <i>How are you?</i>	
Taga saan kayo sa Pilipinas? <i>Where are you from in the Philippines?</i>	
Ilang ang mga anak/kamag anak ninyo po sa Pilipinas? <i>How many children or relatives did you leave behind in the Philippines?</i>	

Sino ang sinusuportahan niyo sa Pilipinas? <i>Who do you support financially in the Philippines?</i>	
Magkaano ang pinapadala niyo buwan buwan? Anong paraan ang ginagamit niyo para magpadala? <i>How much do you send home monthly? What method do you use?</i>	
Para saan ba ang perang pinapadala mo? Tuition para sa anak? Gamot ni Nanay at Tatay? Renta sa bahay? Pagkain? <i>How is your remittances used in the Philippines?</i>	
Sapat ba ang pinapadala mo sa Pilipinas? Bakit? <i>Is what you send back enough? Why?</i>	
Ano yung trabaho niyo sa Pilipinas? <i>What job did you have before you came here?</i>	
Kailan kayo dumating sa US? <i>What year did you come to the US?</i>	
Bakit kayo nag-abroad? <i>Why did you leave?</i>	
Bakit maraming mga Pilipinong umaalis at nagaabroad? <i>Why do you think so many people leave the Philippines?</i>	

BUHAY BILANG CAREGIVER // WORK AS A CAREGIVER	
Paano mo nakuha ang inyong trabaho? <i>How did you get your job?</i>	
Saan kayo nagtatrabaho? <i>Where do you work?</i>	
Anong parte ng city? <i>What part of the city?</i>	
Anong pangalan ng workplace/lugar? <i>What is the name of your workplace?</i>	

Gaano na katagal nagtatrabaho sa inyong pinapasukan? <i>How long have you worked there?</i>	
Ilan kayo sa isang shift? <i>How many other caregivers do you usually work with?</i>	
Ilan ang mga trabaho niyo? <i>How many jobs do you have?</i>	
Ano ang trabaho mo? <i>What other jobs are they?</i>	
Ilang pasyente ang inalagaan mo? <i>How many patients do you take care of?</i>	
Anong klaseng pasyente ang inalagaan mo? <i>What kind of patients do you take care of?</i>	
Ano ang routine ng trabaho sa buong araw? <i>What is your daily routine?</i>	
Gusto mo ba ang inyong tabaho? Bakit? <i>Do you like your work? Why? Explain.</i>	
Ano ang katangian na kailangan para maging mahusay na caregiver? <i>What kind of skills or qualities do you need to have to be a good caregiver?</i>	

EMPLOYMENT INFO	
Anong klaseng contrata mayroon ka? <i>What kind of contract do you have?</i>	
Kung ikaw ang magdedesisyon, anong klaseng contrata ang gusto mo? <i>If its up to you, what kind of contract do you want?</i>	
Binibigyan ka ng meal break? May break room ba kayo? Nakakaalis ka ba sa workplace/carehome kung break time mo?	

<p><i>How many breaks do you have? If none, how do you feel about not having a break?</i></p>	
<p>Ilang oras ka nag tatrabaho sa isang araw? <i>How many hours do you work daily?</i></p>	
<p>Yung sobrang oras mo, binabayaran ka ba? <i>Do you get overtime pay?</i></p>	
<p>Kung hindi, bakit? <i>If not, why?</i></p>	
<p>Ano ang nararamdaman mo? <i>How do you feel about that?</i></p>	
<p>Ilan araw ang inyong day off sa isang linggo? <i>How many days off do you get in one week?</i></p>	
<p>Anong klaseng insurance ang sumasaklaw sa iyo? <i>What does your health insurance cover?</i></p>	
<p>Anong feeling mo na wala kang insurance? <i>How do you feel that you don't have insurance?</i></p>	
<p>Anong ginagawa mo pag ika'y nagkasakit? Meron ka bang bayad pagnagkasakit ka, sick-leave pay? <i>What happens when you get sick? Do you get sick-leave pay?</i></p>	
<p>Magkaano ang tinatanggap mo sa isang linggo? Isang buwan? Dinagdagan na ba ang iyong sahod? <i>How much do you get weekly? Monthly? Have you gotten a raise?</i></p>	
<p>Paano kang tinatrato ng employer mo?</p>	

<p><i>What's it like to work for your employer?</i></p> <p>Verbal abuse Physical abuse Emotional abuse Mental abuse Sexual abuse</p>	
<p>Alam mo ba kung yung employer mo ay meron bang ibang facilidad o carehome na kanyang pagaari? <i>Do you know if your employer has other facilities? How many?</i></p>	
<p>Nangangako ba ang iyong employer ng visa? Sinosponsor ka ba? <i>Did your employer promise you a visa? Or is your employer sponsoring you?</i></p>	
<p>Bago ka naging caregiver, ano ang dating mong trabaho? <i>What other kinds of jobs in the US have you had before becoming a caregiver?</i></p>	
<p>Ano sa tingin mo ang mapapaginhawa ang buhay ng mga migrante? <i>What do you think would make immigrants' lives better in the US?</i></p>	
<p>Sa mga bagong dating galing Pilipinas, ano masasabi mong advice?</p>	
<p>Ano sa tingin mo ang mapapagaan sa mga caregivers?</p>	

<i>If a new immigrant is coming here, what would be your advice to them?</i>	
<i>What would help caregivers gain better work conditions?</i>	
Bakit nagtutulungan ang mga caregiver sa paghanap ng trabaho o pabahay? <i>Why do you think Filipino migrants help each other find a job? Or get housing?</i>	
Ano ang pinakamahirap na dinadanas mo sa iyong trabaho? <i>What is the hardest challenge of your job?</i>	
Ano ang pinakamagaan sa iyong trabaho? <i>What is the most rewarding thing about your job?</i>	

ATBP	
Anong simbahan ang iyon binibisita? <i>What church do you attend?</i>	
Ano anong mga organisasyon o grupo na ikaw ay kasapi? <i>What other organizations and groups are you involved in?</i>	

2. Video Process and Treatment (Draft)

Proposed Deliverable:

- 30 to 40 minute Observational Documentary
- 10 1 minute highlight reels

Who are the characters / contributors that we need to prove this theory?

- caregiver whom we have good access to
- caregiver that has worked for decades
- caregiver that is new
- an actual employer
- an academic

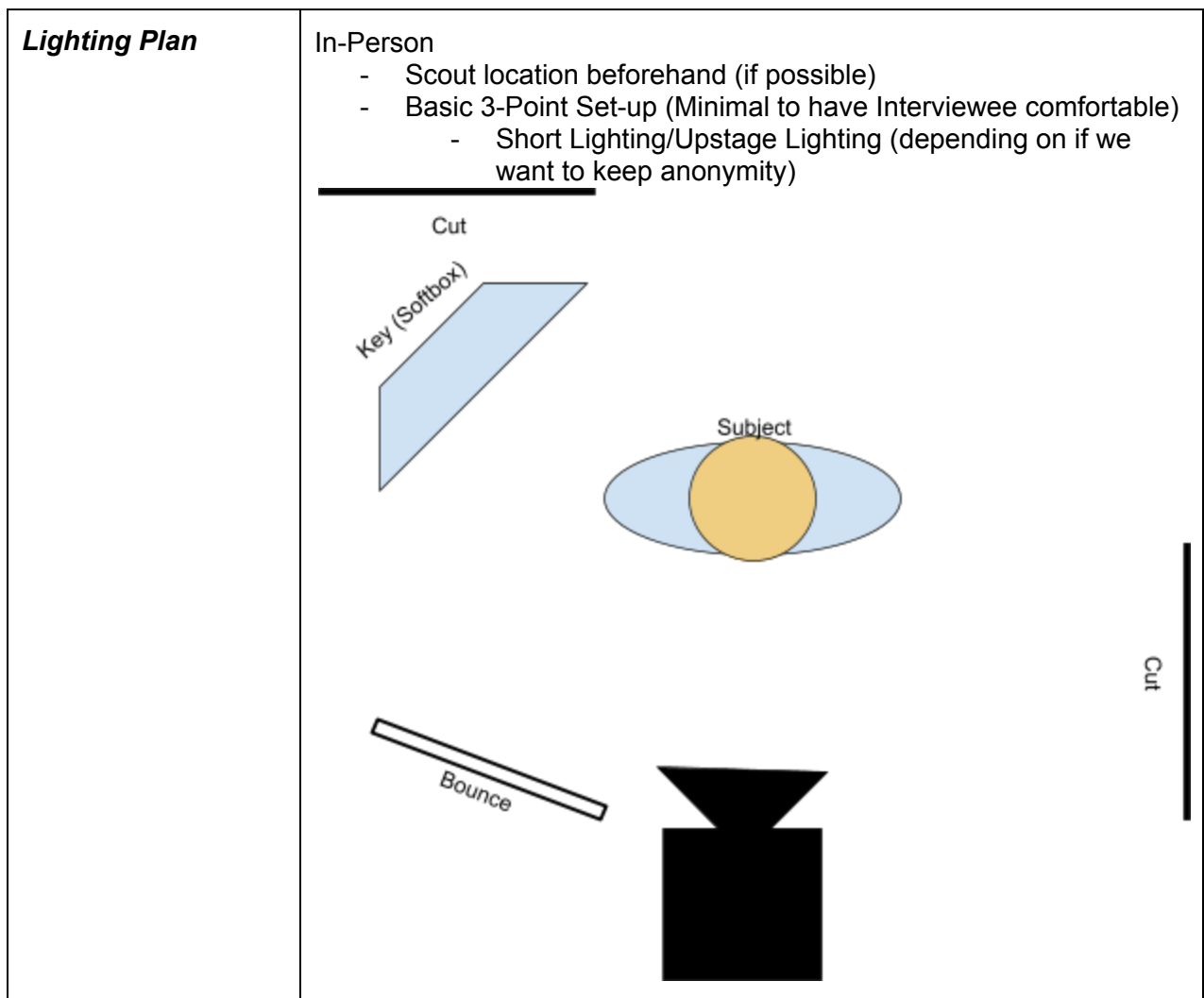
- prominent voice saying that this is the filipino struggle

Questions to think about:

- What message are we trying to convey? What is the thesis statement?
- What is the motivation of the character?
- How do the caregivers overcome the struggle?
- Who facilitates the story telling?
- How do we utilize the PAR method to build ACCESS that is needed in order to create a compelling documentary?
 - Build trust between the filmmaker and the subject — shoot a lot then **identify the voice**

How do we document the lives of their family back home getting better?

- Looking through old photographs
- zoom call with families in the Philippines



	<p>Video Chat</p> <ul style="list-style-type: none"> - Raise Laptop/Comp (eye-level) - Background - add depth (plant, bowl of fruit, lamp, etc) - Close curtains (diffuse sun/natural light) - Turn on Desk lamp/table light - Audio - earphones/headphones w/ mic
Audio Plan	<p>Plan A:</p> <ul style="list-style-type: none"> - External audio <ul style="list-style-type: none"> - LAV - On-camera (Rode Mic) <ul style="list-style-type: none"> - Shotgun mic - Use as 'scratch audio' <p>Plan B:</p> <ul style="list-style-type: none"> - Use Rode Mic (shotgun)
B-Roll Plan	<p>Shot List</p> <ul style="list-style-type: none"> - Ask Interviewees for family photos/videos (if available) <ul style="list-style-type: none"> - Can blur out faces in order to keep anonymity - Close-Up (CU) (slo-mo 60fps - 120fps) <ul style="list-style-type: none"> - Hands - doing activities - Face <ul style="list-style-type: none"> - Push in/Push out (Ronin [stabilizer])
Production	
Interview Process	<p>In-Person</p> <ul style="list-style-type: none"> - 1 hr before <ul style="list-style-type: none"> - Interviewee signs Consent Form using ipad or computer - Set-up Camera + Lights (Have stand-in to test lighting before interviewee) - Right before interview <ul style="list-style-type: none"> - Audio Test + Verbal Consent - Interview - After-Interview <ul style="list-style-type: none"> - Room Tone (1 minute)
B-Roll Process	<p>Shot List</p> <ul style="list-style-type: none"> - Establishing Shots <ul style="list-style-type: none"> - Building, Surrounding Environment - Family photos (if possible) - CUs (60fps - 120fps) <ul style="list-style-type: none"> - Hands - Face <ul style="list-style-type: none"> - Push in - Push out