

## **Request for proposals**

To program and screen a free movie series at Liberty Lands

Available budget – \$3,500 (Proposals should not exceed this amount.)

Liberty Lands, Northern Liberties' neighborhood-owned and -operated park, seeks proposals for a movie series to be screened at the park in summer 2010. A budget of up to \$3,500 is available for the successful applicant to plan and screen a series, ideally of ten movies over the course of the summer. Movies will be free and open to the public, drawing viewers from Northern Liberties and surrounding neighborhoods. Film screenings will begin at dusk and be held on the same weekday night over the course of the series (i.e., each Tuesday night for the course of 10 weeks). Successful applicants will consider both adult and family audiences in the programming and bear in mind the off-beat sensibilities of the community.

### Requirements:

Proposals should be no longer than five pages in narrative form with appendices for budget and sample schedule.

The successful applicant will demonstrate the ability to plan and screen a free outdoor movie series in June, July, and August of 2010.

The chosen applicant must provide all associated film screening equipment. Electricity and a platform stage with rigging posts to hold a 12' screen are available at the park, but projectionist must supply projector, screen, speakers, and any other necessary equipment.

The proposed movie series must be free and be open to the public.

### Interested parties should supply:

- A statement outlining the applicant's credentials to successfully manage and facilitate this film series, including information regarding previous relevant screening experience.
- Logistical and technical information for the proposed series, including but not limited to movie format, screen dimensions, speaker capacity, and electrical needs.
- A sample schedule of films. While the successful applicant will not be expected to screen exactly this series, it should be indicative of the type of film to be screened, including number of films and approximate dates/times for the screenings. Movies should be planned for the summer months (June, July, and August). A list of the dates and times from the 2009 films at the park is enclosed as a sample.
- A plan for inclement weather (whether to cancel or reschedule films, how decisions will be made and announced to the community, etc.)

- Sample budget for the series, demonstrating the applicant's ability to screen a series of the scope and type submitted for the funding provided. The budget should include a proposed schedule of payments from the NLNA that ensures that all movies are in-hand for the announced screening dates.
- A statement specifying how the rights necessary for public screenings of each film will be obtained. The person or group awarded this contract will be solely responsible for ensuring that all relevant copyright requirements are observed and will assume legal liability associated with screening films. This responsibility will be clearly articulated in the contract with the successful applicant.
- Optionally, a publicity plan for the event, with cost not to exceed an additional \$250 for publicity.

Submit proposals to:

Liberty Lands Committee  
 c/o NLNA  
 700 North 3<sup>rd</sup> Street  
 Philadelphia, PA 19123

Proposals must be received by December 4, 2009 for consideration by the committee. The committee's decision will be announced not later than January 4, 2010. The successful applicant will be expected to announce a finalized movie schedule not later than May 4, 2010.

Questions about this request for proposals may be directed to:  
 Janet Finegar  
 co-coordinator, Liberty Lands  
[janetfinegar@gmail.com](mailto:janetfinegar@gmail.com) or 215-627-4633

### 2009 Liberty Lands Film Schedule

Movie start times are approximate (based on sunset). The movies begin at DUSK.  
 Movies are canceled on rainy nights.

Tuesday, June 16	9:00 p.m.
Tuesday, June 23	9:00 p.m.
Tuesday, June 30	9:00 p.m.
Tuesday, July 7	9:00 p.m.
Tuesday, July 14	8:45 p.m.
Tuesday, July 21	8:45 p.m.

Tuesday, July 28	8:30 p.m.
Tuesday, August 4	8:30 p.m.
Tuesday, August 11	8:30 p.m.
Tuesday, August 18	8:15 p.m.