

Sitka Maritime Heritage Society
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Sitka's 20th Century Waterfront Oral History Videos Request for Proposals

January 21 through June 30, 2025

Proposals due January 20, 2025 to sitkamaritime@gmail.com

The Sitka Maritime Heritage Society

The Sitka Maritime Heritage Society was founded in 1999, a grass-roots nonprofit with the mission to preserve and to share, especially with youth, Sitka's rich and living maritime heritage.

Our main project has been the restoration of the Japonski Island Boathouse in central Sitka, Alaska as a hands-on maritime heritage center, eventually with an operating marine railway boat haul-out.

We also have an active program of community events and classes. The centerpiece is our annual meeting, a live oral history event on a different maritime history topic every year.

We currently have a half-time Executive Director; most of the work over the years has been volunteered. Our values are integrity and connection to place, and responsibility to our community.

This project

This project is a matching grant from the Alaska Maritime Heritage Education Grant Program, a federal program administered by the State of Alaska Office of History and Archaeology.

It has two components/deliverables:

One is approximately ten **oral history interviews** of individuals with experience growing up, living on or working on Sitka's waterfront and ocean environment, about their experiences on the waterfront, with maritime industries, and getting food and other activities on the water, in the 20th century. Special focus on people with Native heritage who can help document Sitka's Native community and involvement with the ocean, because this has not been well documented to date.

This involves setting up interviews, permissions granted, videos approved by subjects, and videos posted to YouTube and archived at UAF Oral History archive. Videos will be edited for satisfactory image and audio quality, and title card and credits added

Transcriptions of the full-length interviews--corrected and edited—posted as part of the video, for the benefit of researchers, the public, and for SEO purposes.

Photographic research and permissions, including digitizing photographs from personal collections of subjects

The second component is a **professionally produced short video** (~15-minute) that will communicate this culture, using the video interviews, historical photographs, b-roll and other assets.

Style, audience

In keeping with our mission and goals, we want the style of the **oral history interviews** to bring all attention to the speakers. The video and audio will be to high standards, but effects, zooming, etc. at a

minimum and to enhance the focus on the speaker. These interviews are full-length, one to two hours long. The purpose of these oral history interview videos is to provide a record of Sitka's history. The audience will be the general public, people of Sitka, and future researchers and historians.

The **short video** purpose is to creatively convey the history, as told in the interviews, to the general public. Everything in the video will be about involving the viewer and engaging them with this place, this history, and how it relates to the present-day world. The video will have context to help situate the speakers' stories in time and place. The goal is for a viewer to gain some understanding of, and appreciation for, the life of Sitkans and their involvement with the ocean, especially people growing up in Sitka's Indian Village and on Japonski Island. The film will reflect authenticity and respect, and the purpose of our organization, which is to connect this place and people from the past with youth and people of the future.

The audience will be the general public including youth, so that a person entirely unfamiliar with Sitka or even Alaska can connect the subject with what they know already. This will use all the tools available, including music, still images, b-roll, and interview video, titles and captions to engage the viewer.

All of the videos will be on YouTube with a link to the SMHS website. The final, short video will also play at the Japonski Island Boathouse, and will have a premier in a live event.

Timeline

The grant period began February of 2024 and ends June 30 2025. The period for the work in this proposal is January 21 to June 30, 2025

What the SMHS will provide

The SMHS has conducted and filmed 4 interviews and filmed one interviewee with his photos, but we expect the contractor to film remaining interviews

The SMHS will line up subjects and conduct the actual interview (ask the questions). The SMHS has permissions for the videos conducted to date, but the contractor will get permissions going forward.

The SMHS will provide historical photos, but the contractor will get permissions for the ones they use.

The SMHS will edit transcripts

The SMHS will contact interview subjects to review their interview before making them public

The SMHS will link videos to our website and promote event to show finished film, and do all grant reports and management

The SMHS will provide historical background

Submission

Proposals will be sent to sitkamaritime@gmail.com by January 20. A proposal will include:
Information about the business and the team who will do the work

Notable past work, which can include testimonials and client references

A projected timeline/availability

Price

RP = Rebecca Poulson, Grant Manager

FH = Dr. Forest Haven, Anthropologist with UAS, interviewing subjects

KN = Keith Nyitray, Executive Director SMHS Grant Admin

Vol = Gerard Martin, Mel Sommer, Cathy Li, other volunteers with SMHS

CV= Contract Videographer

When	What	Who	Est. Hours	Done
February 21 – January 6 2024	Plan Project	Team: RP, FH, KN, Board signs off	10	X
	Submit quarterly grant reports and billings, keep track of volunteer hours	KN	60	
	Create and submit Public Outreach Plan to grantor (audience, how it will be disseminated, methods, draft text for publicity)	KN Or RP	4	
	Solicit bids, hire (historian) and videographer, contract videographer	RP, KN, Board approves (historian will be volunteer)	15	
	Develop questions for interviews	FH and RP	4	X
February 21 2024-March 2025	Conduct and record Oral History Interviews:			
	Solicit interview subjects	KN, RP	20 (2x10)	
	Conduct Interview	FH	30 (3x10)	
	Get permissions (release forms signed), copies saved on SMHS computer and cloud storage (Google Drive)	RP then CV	5 + 5 (1x10)	
	Set up equipment, record	RP, Vol, CV	30 (3 x 10)	
	Make each Interview into a sequence with title and credits and format for YouTube	CV	30 (3 x 10)	

	Upload in private mode invite subjects to review	RP, CV	10 + 10 (2x10)	
	On approval, make public, create link on site	CV, RP, KN	10 + 10 (2x10)	
	Generate transcripts	CV	10 (1x10)	
	Proofread and edit transcripts	Vol	40 (4x10)?	
	Post transcripts to video (on YouTube and SMHS website)	CV	20 (2x10)	
	Photo research: finding historic photos	RP	20	
	Photo research: securing permissions to historic photos, and copying photos from private collections of subjects	CV	20	
Advertise Jan 6-20, choose Jan 20, notify, contract	Advertise for, select, contract with Videographer	RP, KN, Board and team help select	20	
January 21-June 30 2025	Contract Videographer films interviews, edits interviews, creates short film. Begin by working with team to define creative direction. Share edits	CV	60?	
June 2025	Release video in event: set up event, promote	KN	10	
	Total Hours (estimated)		453	
	Estimated Volunteer/In-kind/SMHS Director Hours		273	
	Estimated Contract Hours (Contract as lump sum)		180	