



FNIGC | CGIPN

First Nations Information Governance Centre
Le Centre de gouvernance de l'information des Premières Nations

REQUEST FOR PROPOSALS

FNDGS Explainer Video

Deadline for proposals: August 25, 2023 at 5:00 p.m. EST

BACKGROUND

About FNIGC

The First Nations Information Governance Centre (FNIGC) is an incorporated, non-profit organization committed to producing quality research and information that will contribute to First Nations achieving data sovereignty in alignment with their distinct world views. FNIGC is strictly technical and apolitical and is not a rights-holding organization. FNIGC does not speak for First Nations.

Operating under a mandate from the Assembly of First Nations' Chiefs-in-Assembly (Resolution #48/2009), FNIGC's Mission is to assert data sovereignty and support the development of information governance and management at the community level through regional and national partnerships. FNIGC adheres to free, prior, and informed consent, respects Nation-to-Nation relationships, and recognizes the distinct customs of First Nations, to achieve transformative change.

Data sovereignty is defined as the control and management of data under the laws of the nation in which it is located. For First Nations data, this means respecting the First Nations principles of OCAP® – ownership, control, permission to access, and possession of the data by First Nations.

About the First Nations Data Governance Strategy

In 2016, through AFN Chiefs in Assembly Resolution #57, First Nations leadership recognized “Indigenous data sovereignty as a cornerstone of Nation rebuilding” and called on the Government of Canada to fund the development of a national First Nation data governance strategy, including fully functional regional information governance centres (RIGCs) and data champion teams (DCTs) in every region. In 2018 the federal government responded, setting aside funding in the Budget for FNIGC and its partners to design a “national data governance strategy”.

With this new funding FNIGC is now in the process of implementing Phase 1 of the [First Nations Data Governance Strategy](#) (FNDGS or “the Strategy”) in partnership with our regional partners, which includes establishing Data Champion Teams in each region and at the national level. The goal is to build a network of First Nations-led information governance and statistical service centers in every region with the modern infrastructure needed to support all First Nations communities, their governments, and political and service delivery organizations to control, hold, manage and leverage the power of their data.

PROJECT SCOPE AND OBJECTIVES

From its origins in 1996, and since its incorporation in April 2010, FNIGC’s operations and levels of funding have been steadily rising with increased demands from its members at the local, regional, and national levels as well from the federal government and other non-indigenous partner organizations.

Recently, the federal government committed \$50.1 million over three years (2022–2025) to FNIGC and its regional partners to support Phase 1 implementation of the [First Nations Data Governance Strategy](#) (FNDGS or The Strategy).

This is an unprecedented investment towards building statistical and data capacities led by and for First Nations in support of their distinct data sovereignty rights.

The end-goal of The Strategy is to establish a national network of fully functional, non-political and expert-driven Information Governance Centers (IGCs) that will provide a comprehensive suite of shared data and statistical services to all First Nations communities, their governments, and their service delivery and advocacy organizations.

This new network of IGCs will provide First Nations with access to the modern infrastructure they need to control, hold, and leverage the power of their data, thereby exercising data sovereignty and the application of the First Nations Principles of OCAP®.

The Strategy will significantly expand the scope of responsibilities for FNIGC and its current regional partners. It is in this context that the FNIGC Board Directors ratified an

Action Plan to support implementation of the Strategy. This plan identifies, as one of its Priority Work Streams, supporting the cohesive implementation of Phase 1 across regions. The objective of this workstream is to ensure a seamless, cost-effective, integrated, and cohesive implementation across regions where appropriate.

As part the Phase 1 implementation, Data Champion Teams have been established in every region including one at the national level (i.e., FNIGC) to coordinate and support the work.

Ensuring that Phase 1 implementation is cohesive is the responsibility of the national Data Champion Team. This has thus far been achieved through the provision of supports and guidelines, generic models, frameworks, and tools. In addition, the national Data Champion Team provides marketing and communications tools and supports to assist regions in communicating the Strategy's vision, which includes establishing an online presence and developing a series of explainer videos.

The first FNDGS video was released in December 2022, and can be viewed [here](#).

The objective of this RFP is to identify a qualified **video production firm** to develop FNIGC's second explainer video for the Strategy. The target audience for this video include First Nations communities, their governments and their service delivery and advocacy organizations. The video should focus on three key messages:

- a. the benefits and advantages of building regional shared service information governance centers (i.e., exemplifying the service value proposition of regional IGCs),
- b. the importance of collaboration, cooperation, and partnership for Nations to achieve data sovereignty (i.e., why we are stronger together), and
- c. how these information governance centers will be controlled by right holders, and how they will be accountable back to rights holders (i.e., enabling the operationalization of the OCAP® principles, and the community driven and nation-based principles underpinning the Strategy),

This new video should highlight the value of a "shared services" model for the network; how utilizing this approach will benefit communities and how it will enable the network to be accountable to back to them. It is essential that this network report back to rights holders and be controlled by them, thereby enabling the practical application of the OCAP® principles and the fulfillment of data sovereignty rights, while relaying key messaging around the fact that **we are stronger together**.

DELIVERABLES

FNIGC will lead the development of a proposed script for the video and will provide the narration. The successful video production firm will provide professional advice on the proposed script.

Once the script and storyboard have been finalized, the successful firm will develop a short (3- to 6-minute) explainer video for the FNDGS within three months, or by the end of December 2023. The deliverables should also include two to three 30-second shorts.

The following dates are set forth for informational and planning purposes and may be changed at the FNIGC’s sole discretion:

Project Deliverables	Due
1. Story-centered narrative	September 30, 2023
2. Animated video a. Content (artwork, imagery, story boards, audio, postproduction, etc.)	December 31, 2023
3. 30-second shorts (2 to 3)	December 31, 2023

PROPOSAL DEADLINE AND REQUIREMENTS

The deadline for proposals is **August 25, 2023, at 5:00 p.m. EST**. To be considered, a proposal must meet the following requirements:

- 1. identification and credentials of key individual(s) who will lead the work,
- 2. a proposed work plan and budget, and
- 3. demonstration of requisite expertise.

The total cost of this proposal is **not to exceed \$40,000.00** (inclusive of taxes). Proposals must be emailed to Erin Corston at ecorston@fnigc.ca no later than **August 25, 2023, at 5:00 p.m. (EST)**. Late proposals will not be accepted. Any questions about the RFP process should be sent in writing to ecorston@fnigc.ca. All candidates will be notified of the results following the selection of the successful firm.

TERMS AND CONDITIONS

FNIGC will not be responsible for expenses incurred in preparing and submitting a technical or cost proposal. Such costs shall not be included in the Cost Proposal.

Information should be provided listing similar engagements that the Vendor may have had with other entities of this type, including performing similar tasks as required in this RFP.

FNIGC will have the right to cancel or reject all proposals received in response to this RFP and extend the RFP closing date and time if circumstances so demand. FNIGC may enter into negotiations with one or more proponents on any or all aspect of their respective proposals or award one or more contracts.

The FNIGC evaluation committee may request a shortlist of Respondent(s) to make a presentation to FNIGC during the selection process. This will not in any way indicate that any proposal has been accepted or rejected. Please note that all materials will be the exclusive property of FNIGC and will not be returned.

ORGANIZATIONAL CONFLICTS OF INTEREST

The responder must warrant that, to the best of its knowledge and belief, and except as otherwise disclosed, there are no relevant factors or circumstances which could give rise to organization conflicts of interest.