ANNEX C: FINANCIAL PROPOSAL - Video production

Personnel	A. Brief description of function	B. All-inclusive DAILY rate	C. Comments
Team Leader / CEO	Leads projects and represents the company; provides overall direction and quality assurance; bears overall responsibility; oversees projects; provides strategic technical and managerial advice and inputs		
Project Manager / Production Manager / Producer	Manages project timelines and outputs, coordinates team members and key partners; facilitates, supervises and coordinates production process; manages budget		
Production executive	Prepares and coordinates plans and schedules; attains required permits and documentation; organizes and coordinates location scouting, casting		
Researcher / Journalist / Writer	Researches, prepares concepts, scenarios and scripts		
Project Assistant	Provides operational and administrative support to the project and the team		
Video / Film director	Directs and controls all aspects of the making of a video; visualizes the script and guides the technical crew, protagonists, actors		
Video camera operator / Cameraman	Operates video equipment, records video material		
Lighting technician	Sets up and operates lighting for filming		
Sound recordist	Records all sound recording during the video making		
Video editor (post production)	Assembles recorded raw material (camera footage, dialogue, sound effects, graphics, subtitles etc.) into a finished product that's suitable for broadcasting		
Audio editor / Sound designer (post production)	Assembles all audio elements (dialogs, music, background sounds, etc.) into a finished product that's suitable for broadcasting		
Added total cost *(this figure is used for cost comparison only)*			

Authorized person: _____ Signature: _____