



Economic Developers Council of Ontario (EDCO) Awards of Excellence Media Presentation

Request for Quote

Services Required

The Economic Developers Council of Ontario (EDCO) is seeking professional services to create, coordinate and produce an enhanced PowerPoint presentation with mixed media for the 2018 EDCO Awards of Excellence ceremony to be held on January 31, 2019.

Awards of Excellence Media Presentation

The EDCO Awards of Excellence are presented at the President's Dinner & Awards ceremony. The presentation will be coordinated to play throughout the dinner and other announcements by the MC and EDCO President.

The presentation will be created in PowerPoint and include a theme that relates to the awards categories, music, embedded video, images (provided by EDCO if needed), the awards category title and name of the award recipients and honourable mentions, if applicable.

The presentation is expected to be 30-45 minutes in length and will need to accommodate breaks between award announcements, allowing award recipients to go to the stage and accept their award prior to the announcement of the next award.

Project Deliverables and Timelines

1. The development of a minimum of three possible storyboards. The storyboards will include proposed themes related to the award categories. Consideration should also be given to the broader EDCO Annual Conference theme "Powershifting Economic Development: Gearing Up for Change", images and music.
2. A draft version of the selected presentation and dinner loop will be presented to the EDCO Awards Committee by December 21, 2018. The EDCO Awards Committee provide final input and changes by January 11, 2019.
3. A final version of the presentation will be provided to the Awards Committee by January 18, 2019.

4. It is expected the successful proponent will attend the dinner and ceremony to run the presentation during the event on January 31, 2019 and may be required to attend earlier in the day to perform a sound and A/V check.
5. The contract will be completed January 31, 2019.

Additional Contractor Requirements

- Provide background and education of proposed team members, if applicable.
- Provide documented experience in enhanced PowerPoint production – three sample works must be submitted with the proposal.
- Demonstrate experience in working for committees and awards presentations involving similar projects.

The approved contractor must provide proof of minimum \$2 million liability insurance policy, prior to commencing the project.

Project Budget

Total budget for this project is \$4,000 which includes provisions for incidentals, travel and meetings, excluding applicable taxes.

Submission of Proposal

Please provide an electronic copy of your proposal in Word or PDF format to Heather Lalonde, Ec.D., Chief Executive Officer, Economic Developers Council of Ontario (EDCO) at edco@edco.on.ca

The proposal is to be submitted as soon as possible, but no later than October 5, 2018 at 5:00 pm.

Conflict of Interest

The consultant will identify any perceived conflict of interest before the proposal is submitted to the Economic Development Council of Ontario.

Ownership of Collateral Materials

Upon completion of project, all material collected and created will become the property of the Economic Developers Council of Ontario Inc.

Please review this YouTube video as an example of a previous year's EDCO Awards of Excellence presentation.

Background

What is EDCO?

The Economic Developers Council of Ontario (EDCO) is Canada's largest provincial economic development organization. Celebrating its 62nd year, EDCO has increased the capacity of those who practice economic, industrial, and community development through professional development initiatives, information exchanges

among members and the promotion of the economic development profession. It has also been a catalyst for assisting in the development and promotion of Ontario and its municipalities.

The membership of EDCO is comprised of specialists from various disciplines. Each contributes his or her expertise to the complex job of economic development.

The Council consists of:

- Municipal, business and economic development professionals
- Municipal, regional, provincial and federal government officials
- Land developers
- Educators and technology assistance developers and facilitators
- Industrial and commercial realtors
- Tourism industry representatives
- Industrial/commercial/tourism development specialists from banks, public utilities and transportation companies

EDCO enjoys a close working relationship with the provincial and federal governments as well as links with other professional associations.

For further information, visit the EDCO website at www.edco.on.ca

Project Background

Each year, the Economic Developers Council of Ontario recognizes excellence in marketing through the Awards of Excellence. Coordinated by the EDCO Awards Committee, all Ontario municipalities, development corporations, Chambers of Commerce, practitioners of economic development, and tourism associations/groups are encouraged to submit marketing materials in the following categories (with sub categories):

Awards of Excellence

There are four categories of Community Awards:

- Promotional Awards

This category recognizes marketing initiatives created to promote business development in Ontario. Recognized product categories include:

- Publications (print or electronic)
- Branding and Advertising
- Technology and New Media
- Special Events

- Collaboration and Partnership Awards

This category is designed to recognize significant partnerships formed to support economic development initiatives and results achieved by working together, including:

- Local Collaboration and Partnerships
- Regionalism and Cross-border Collaboration and Partnerships

- Planning and Building Initiatives

The Planning and Building Initiatives category recognizes creative forms of improving community's competitiveness. Awards are presented to organizations that have developed leading edge and innovative marketing programs or designed and implemented new initiatives or best practices to foster economic growth in their jurisdictions. This category includes initiatives related to:

- Physical infrastructure and redevelopment initiatives
- Strategic plans and initiatives

Award winners in each category are eligible to receive the Lieutenant Governors' Best of Show Award for outstanding effort in economic development.

EDCO Leadership Awards

These awards recognize outstanding leaders in the public and private sectors who are advancing development in their communities. Up to one award will be presented in each category:

- Joseph A. Montgomery Economic Development Achievement Award

Celebrating one of the founding members of EDCO, the Joseph A. Montgomery Economic Development Achievement Award was created in 2010 and is awarded at the discretion of a selection committee upon receipt of nomination packages received. The award recognizes innovative contributions to EDCO and the economic development profession that go above and beyond.

- Community Leader Influencer Award

This award celebrates the excellence of elected officials and their support for the economic development mandate within their community. Criteria include recognition of an organized economic development function within the community and their support for economic development programming.

- Young Professional Influencer Award

This award recognizes outstanding achievement by along, emerging leader in the economic development profession who demonstrates notable professional accomplishments to date and shows great future potential. Applicants must be no more than 35 years of age on the deadline submission date set by EDCO for

that year's awards competition to be eligible for this award and must note their date of birth on their application.

- Digital Influencer Award

This award recognizes outstanding achievement by an individual who excels at advancing their community through social media channels.

- Innovative Community of the Year

This award nomination is made by video submission and judged by EDCO members.

Any member in good standing may self-nominate or nominate one or more candidate(s) for consideration. The entries detail their significant career achievements to date and the impact of those achievements on their economic development organization and the community as a whole, and explain how they see these achievements contributing to the advancement of economic development as a profession.

- President's Award

Each year, the EDCO President may present up to three awards to individuals who have contributed above and beyond the call of duty. Awards are presented at the discretion of the President and no application is necessary. Past winners of this prestigious award have included members who have demonstrated leadership in a variety of projects related to EDCO.

Award Process

The EDCO Awards of Excellence process is initiated in late summer with submission being accepted beginning early August. Judging takes place in November. Winners are announced at the EDCO Annual Conference & Showcase during the President's Dinner and Awards ceremony.