

**OPEN POSITION: Consultant to assist the grantees to develop their Sustainability and Fundraising Strategies**

**REPORTS TO:** Project Manager, Small Grants Project

**LOCATION:** Nepal

**HIRING NEED:** Between April and June 2024

## BACKGROUND

CORE Group fosters collaborative action and learning to improve and expand community-focused public health practices. Established in 1997 in Washington D.C., CORE Group is an independent not-for-profit hybrid, membership organization, and home of the International Community Health Network, which brings together over 15,000 global health practitioners- CORE Group member organizations, scholars, advocates, and donors to support the global health of underserved women, children, adolescents, and communities around the world. Learn more here: [www.coregroup.org](http://www.coregroup.org).

CORE Group is implementing a small grants program to advance Sexual, Reproductive, Maternal, Newborn, Child, and Adolescent Health (SRMNCAH) programming, policy, and interventions in Bangladesh, Nepal, and Cambodia by providing financial, SRMNCAH technical, and organizational resources to six local women-led, youth-led, people with disabilities-led organizations, and other community-based organizations. This approach is strengthening local and national organizations' technical and organizational capacity to design and implement community-based solutions to SRMNCAH challenges, focusing on gender transformation, quality of care, and health equity.

The project has the following overall outcomes:

**Overall Outcome #1:**

Community-based solutions for SRMNCAH developed in this project strengthen the national health system to become sustainable in the longer term.

**Overall Outcome #2:**

Successful project's interventions lead to SRMNACH improvements, especially for women and girls, in the communities of implementation in the three selected countries.

**Overall Outcome #3:**

An innovative, inclusive sustainable grantmaking model is developed for SRMNCAH that other donors and financing organizations replicate.

## DESCRIPTION

**The Consultant will assist the grantees to develop their Sustainability and Fundraising strategies.** The aim of the consultancy is to empower the grantees to develop long-term, self-sustaining initiatives to successfully manage their projects, secure funding, and foster meaningful partnerships for sustainable development. **The primary objectives of this consultancy are as follows:**

- To assess the current sustainability strategies and practices of each grantee.
- To develop a comprehensive sustainability plan that will guide the grantee's efforts in the coming years.
- To identify potential funding sources, partnerships, and innovative revenue-generation strategies.
- To strengthen the capacity of the grantees in sustainability planning and implementation.

The Consultant will work closely with the Project Manager to coordinate all deliverables.

## SCOPE OF WORK

General responsibilities will include, but not be limited to the following:

### Assist two grantees in Nepal to develop their sustainability and fundraising strategies

- Conduct an in-depth analysis of each grantee's existing sustainability practices and initiatives.
- Engage with key stakeholders, including staff, board members, donors, and partners, to gather input and insights.
- Develop a sustainability plan that includes clear goals, objectives, strategies, and action plans. e.g., identifying potential funding sources, grants, partnerships, and opportunities for diversifying revenue streams.
- Work with grantees to improve skills in writing proposals and in networking and developing partnerships
- Provide recommendations to enhance the grantee's communication and advocacy efforts related to sustainability.

## DELIVERABLES

- Timeline for consultancy activities and deliverables.
- Sustainability Assessment Report: A comprehensive report summarizing the findings of each sustainability assessment.
- Draft Sustainability and Fundraising Plan for each grantee: An initial draft of the sustainability plan for review and feedback.
- Final Sustainability and Fundraising Plan for each grantee: A comprehensive sustainability plan document that incorporates feedback and recommendations.
- Capacity Building Workshop: A training session for the grantee staff and leadership on sustainability concepts and practices including proposal writing, networking and partnerships.
- Pre- and post-training assessments and reports evaluating the impact of the training on participants' knowledge and skills.
- A final report summarizing the consultancy, participant feedback, and recommendations for future capacity-building efforts (if necessary).

## DURATION, TIMELINE AND LOCATION

- The consultancy is expected to span 12 days, between April and June 2024. The 12 days will include 3 days for preparation, 6 days for the assessment (3 days per grantee), 1 day training and 2 days for the reports.
- The consultancy will take place in Kathmandu with arrangements for venue and logistics managed by the organizing teams.
- The consultant should provide a timeline indicating key milestones and deliverable deadlines.

## REQUIREMENTS

The consultant should possess the following qualifications and experience:

- A proven track record in sustainability and fundraising planning and strategy development, particularly for non-profit organizations in LMICs.

- Knowledge of the non-profit sector in Asia and an understanding of the unique challenges and opportunities.
- Strong communication skills and the ability to engage with diverse stakeholders.
- Familiarity with innovative approaches to sustainability, such as social enterprise and impact investing.
- Excellent facilitation and communication skills.
- Fluency in English.

## HOW TO APPLY

Interested consultants should submit a proposal for the consultancy, their CV, and proposed budget. Budget should include consultancy fees and any other related costs. Please email your documents to: [jobs@coregroup.org](mailto:jobs@coregroup.org). Use “Sustainability & Fundraising Last Name” as the subject line – no phone calls please. Only potential interviewees will be contacted.

**Deadline: Applications will be reviewed on a rolling basis**

**Evaluation Criteria:** Proposals will be evaluated based on the following criteria:

- Relevant experience and qualifications of the consultant.
- Quality and feasibility of the proposed approach and methodology.
- Cost-effectiveness of the budget proposal.

**Confidentiality:**

- The consultant shall maintain confidentiality regarding all sensitive information obtained during the consultancy.

**Intellectual Property:**

- All materials developed during the consultancy shall be the property of CORE Group.

**Note:** The terms of reference are subject to modification based on organizational needs and feedback from stakeholders.