

Consultant for delivering a workshop for local NGOs on fundraising

- **Goals of the workshop**

- To acquire the principles and key concepts of fundraising, including proposal writing
- Familiarize yourself with different fundraising techniques and best practices and examine their adaptability
- Receive broad understanding of organizational sustainability
- Storytelling: Understand fundraising as a planned and continuous activity, and the ongoing organizational efforts required for it
- Learn the components of a successful grant proposal writing
- Build the appropriate communication strategy
- Prepare adequate budgets and finance planning
- Conduct fundraising for small events
- Organize direct fundraising from private donors and organizations
- Analyze campaigns and get acquainted with new technology for fundraising

- **Required Experience:**

- Master's degree in Communications, Marketing or Social Sciences.
- More than five 5 years of relevant experience in fundraising and grants acquisition with NGOs and INGOs.
- Experience in successfully delivering similar trainings or consultancies in fundraising and proposal writing, with NGOs or INGOs
- Experience in partner relationship management
- Awareness of key donors and stakeholders in the humanitarian field

- **Language requirements:**

- Professional level written and spoken English and Arabic languages.

- **Workshop duration:** 2 days

- **Schedulee**

The service is required in June, 2022.

- **Venue**

Venue is arranged and covered by Welthungerhilfe

- **Logistics**

WHH will handle logistics and make sure to select the appropriate venue and material needed for the workshop.

- **Fees**

Interested bidders are asked to submit their daily rates - figures mentioned above are indicative but not binding

- **Contract**

The contract will be signed with WHH's Country Office in Turkey

- **Remuneration:**

The remuneration depends on the offer, experience, and our budget. WHH has internal fees-policies. Generally WHH expects the service to be done in 3 to 5 days.

Payment: 100% after delivery

- **How to apply**

Applicants must provide:

A technical and financial offer

This assignment is open to individual consultants with sound experience in fundraising and developing proposals for humanitarian projects.

Please submit a narrative proposal that include: similar experience, methodology, time-plan and agenda for the workshop sessions: maximum of 5 pages), and a financial proposal (quotation) indicating daily rates and total fee including VAT, along with a CV that indicates the experience and qualifications. Only individual persons can apply, companies are not eligible.

The technical part of the offer should include reference to the perceived workshop of the ToR. It should also include a brief description of the overall design and methodology of the workshop, brief description of the tools to be used, and an agenda workplan/agenda (maximum 5 pages including references). Methodology presented will be part of the selection criteria.

CV with references.

The bidders should submit a detailed technical and financial proposal in English with the subject ("Fundraising Consultant") to the following email addresses:

procurement.lebanon@welthungerhilfe.de by no later than 10.06.2022

Questions can be directed to: lennart.lehmann@welthungerhilfe.de

Interviews will be conducted only with short-listed bidders.