

## Terms of Reference Resource Mobilisation and Business Development Consultant -

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### BACKGROUND

The International Network of Religious Leaders Living with or Personally affected by HIV and AIDS (INERELA+) was founded in 2002 by a group of religious leaders living with or personally affected by HIV and AIDS. The network was formed and formally named African Network of Religious Leaders Living with or Personally Affected by HIV or AIDS (ANERELA+). The main aim was to help these leaders to live openly so that they can become agents of change by breaking the six evils: Stigma, Shame, Discrimination, Denial, Inaction and Misaction (SSDDIM). The official registration took place in March of 2004 in South Africa. In 2008 the network changed its name to INERELA+ because of the geographical spread of its membership in other continents. Currently INERELA+ has 15 networks across Africa, and representations in Europe, Asia Pacific and Latin America, with a global membership of approximately 30 000. The network's uniqueness lies in the fact that it is able to challenge the societal injustices, religious norms and gaps which put people at risk of contracting HIV. The INERELA+ Secretariat, based in Johannesburg South Africa, provides co-ordination and technical support to all the networks. The national networks are constituted and managed by ordained and lay religious leaders, who are living with or personally affected by HIV & AIDS. Thus, the national networks are able to use their presence and social capital in communities to advocate for effective HIV prevention, treatment, care and support. The Country Networks are the implementing arm of INERELA+.

Our mission is to empower Religious Leaders (RLs) through education, knowledge, and skills to live positively, and become symbols of hope and agents of change who will help eliminate stigma and discrimination within their congregations and communities.

INERELA+ needs continued fundraising support over the next couple of years, to develop good quality proposals to diversified sources, public finance institutions, private donors, corporates, UN agencies and other bilateral donors so as to guarantee financial sustainability of INERELA+. Additionally INERELA+ also endeavours to promote the work of the organization and the key achievements of its Country Networks. The Secretariat is seeking the support of a Fundraising Consultant who will be expected to mobilise resources within the framework of the strategic plan 2020 – 2024.

## SCOPE of the CONSULTANCY

In order to fulfil the mandate of our network, effectively implement the strategic plan, and secure the long-term sustainability of the organization, INERELA+ is seeking the services of a qualified consultant to develop a comprehensive resource mobilisation strategy that will take into account the current global donor landscape, identify new actors, explore new funding modalities, and outline a strategic approach to leveraging existing and new partnerships, as well as make recommendations on how to diversify our resource base.

The consultant will also promote the organization's mandate and areas of work under four Strategic Program areas namely,

- Capacity development of Religious Leaders
- Gender justice and human dignity
- Sexual Reproductive Health and Rights
- HIV prevention, stigma, and discrimination reduction

The resource mobilisation consultant reports to the Acting Executive Director and he/she will work with her/his own equipment (such as laptop, mobile phone, teleconferencing equipment, etc.), from home.

## PURPOSE of CONSULTANCY

- INERELA+ is looking for an experienced consultant with expertise in the international domain to help enlarge its portfolio of strategic donors, and more importantly, to raise external funds to enable the organisation to fulfil its mandate as described in the approved INERELA+ theory of change and strategic plan 2020 – 2024.
- Identify new potential donors whose priorities align with INERELA+ objectives and who could be influenced to consider supporting the work of INERELA+ through collaboration.
- Raise the impact of INERELA+ by implementing strategies that provide various ways of fundraising activities and business partnerships.
- Develop an in-depth understanding of potential donors and develop a database of key contacts, classified by thematic and geographical areas of interest.
- Prioritize funding opportunities including identification of suitable global public and private funders, ensuring project eligibility and ability to meet submission deadlines.
- Draft fundraising proposals and potential funding available for each of the INERELA+ projects.
- Identification of calls for proposals.
- Prepare funding submissions and proposals.

## OBJECTIVES OF THE CONSULTANCY

**Objective:** The objective of the consultancy is to develop a resource mobilisation strategy and establish a clear overview of current and potential funding opportunities for INERELA+ to increase the long-term sustainability of the organization.

## SPECIFIC TASKS

- Review the INERELA+'s current strategic plan; operational plan; project proposals, knowledge management products to better understand the needs and help position the organisation for resource mobilisation.
- Consult with INERELA+ to understand the vision, mission and focus areas of the organisation.

- Conduct a comprehensive analysis of potential donors worldwide based on geographic interest and thematic funding and assess the feasibility of securing multiyear and thematic funding.
- Map donors' strategic areas of interest and explore opportunities for partnerships from emerging donors working in low- and middle-income countries and private sector foundations.
- Analyse suitable funding opportunities/grants with details on requirements and restrictions, target groups and areas of interest for the INERELA+ core programme activities
- Develop a plan to engage new donors (traditional and non-traditional).
- Develop objectives for fundraising, methods, strategies and focus (bilateral, private sector, public funding, foundations).
- Recommend strategies to develop and maintain strategic partnerships and engagement with key donors.
- Alert INERELA+ Acting Executive Director as and when opportunities for resource mobilization arise.
- Write grants for multilateral and bilateral donors, corporations, foundations, the INERELA+ network, and other NGO partners under the supervision of the Acting Executive Director
- Coordinate the compilation of proposals and ensure they are submitted within deadlines.
- Ensure that the funding opportunities are aligned with INERELA+ policies and in accordance with the strategic plan for 2020 – 2024.
- Build strategic relationships which benefit INERELA+
- Have briefings with INERELA+ Acting Executive Director.

## TIME FRAME AND KEY DELIVERABLES

It is expected that the work will start in October 2021. The total duration of the contract is one year **(November 2022 to December 2023)**. The consultancy will be based on agreed upon activities and events that will be done on agreed days inside the contract) Payment will be done per invoice raised on agreed upon activities and events that will be done.

**The Consultant's main outputs are as follows:**

### Expected deliverables and timelines.

Area of Work	Tasks and Deliverables	Target Dates
<b>Develop Resource Mobilization and Donor Engagement Strategy</b>	Resources Mobilization and Donor Engagement strategy including: <ul style="list-style-type: none"> <li>• At least four funding submissions and proposals packages.</li> <li>• Recommendations and follow up actions.</li> </ul>	Every six months
<b>An annex that maps donor interests worldwide – particularly in low- and middle-income countries- priorities, funding windows, typical funding amounts, focal points, samples of successful project applications, and clear actions that should be taken to</b>	<ul style="list-style-type: none"> <li>• Assemble funder scope matching with funder's mandates and objectives.</li> <li>• Identify potential funders for INERELA+ outside INERELA+'s traditional network of partners.</li> </ul>	By April 2023

<b>mobilise resources, develop and maintain relationships with donors.</b>		
<b>Provide bi -monthly updates on the progress of applications for funding</b>	<ul style="list-style-type: none"> <li>• Monthly updates</li> </ul>	Monthly
<b>Provide quarterly updates on challenges and recommendations where INERELA+ would obtain funding</b>	<ul style="list-style-type: none"> <li>• Quarterly updates on opportunities for funding and challenges</li> </ul>	Quarterly

## QUALIFICATIONS/REQUIREMENTS AND EXPERIENCE

### Personal:

- Enthusiasm, dedication, entrepreneurial spirit, “can-do” attitude
- Be able to work on her/his own initiative.
- Be able to work independently and in a fast-paced environment and show initiative in designing and implementing new fundraising ideas.
- Detail-oriented
- Strong analytical, strategic thinking and planning skills and ability to work under tight deadlines.
- Advocates and promotes the vision and mission of INERELA+
- Good knowledge of the thematic areas in which INERELA+ works (**Gender justice, human dignity, SRHR, HIV prevention, stigma, and discrimination reduction**)
- Documented positive results from proposals previously submitted.
- Personal integrity with an honest and open personal style

### Background:

- University degree in Social Sciences, Marketing, Public Health, International Relations, Development Studies or Communications
- **At least five years global experience in the development sector inter-institutional relationship management, programme development, public communications, and fundraising**
- Experience in writing project applications and participation in multi -partner projects - – preferably on SRHR, capacity building, gender equality and VAW issues – and proven experience and success in developing business models and mobilising funds for civil society and international non-governmental organisations.
- Experience in fundraising, working with donors in an international context especially major donors, private foundations, bi-lateral and multi-lateral donors, UN agencies, trusts and other institutional donors.
- Experience in funding planning, development of resource mobilisation strategies and implementation of such strategies
- Knowledge of the interfaith sector and a network of suitable foundations

### Skills

- Experience working with international institutions and private sector and innovation partners.
- Knowledge about HIV AIDS, SRHR, gender equality, the empowerment of women and violence against women and familiarity with non-profit and/or international organizations is an advantage.

- Excellent written and oral communications skills.
- Proficiency in Microsoft Office
- Good computer skills and use of teleconference tools

## **SUPERVISION OF THE WORK**

The consultant will be working under the supervision of the INERELA+ Acting Executive Director for all aspects of the assignment.

To Apply Please submit your CV and cover letter to [mmandipaza@inerela.org](mailto:mmandipaza@inerela.org) by the 25<sup>th</sup> of March 2023.

Applications will be assessed on a rolling basis.