

Consultant service for providing training course on fundraising and resource mobilization for partners to support LMS

Access and Reintegration (A&R) Project

Project 8286/8960089

BACKGROUND

CRS is an international non-government organization, operates in development area in Vietnam during over 20 years. For more than a decade, CRS has worked to reduce the risk of injury and death from unexploded ordinances/landmines (UXO/LM) in high-risk communities in Quang Tri, Quang Binh and Quang Nam provinces.

In February 2015, CRS signed a new project with the US Department of States (DoS) for the Access and Reintegration (A&R) Project to support **the reintegration and rehabilitation of survivors of accidents involving mines and other explosive remnants of war (ERW)**. Together with the provincial Department of Labor, Invalids and Social Affairs (DOLISA), CRS took a comprehensive approach that benefits approximately 3,200 registered survivors of unexploded ordnance and landmines (UXO/LM) in Quang Binh and Quang Tri provinces with access to medical care, rehabilitation, social and livelihood support services. By working with Provincial DOLISA, establishing an effective and functional coordination system at the commune level for referrals, strengthening a network of community based workers (CBWs) and Women's Union members, and supporting families to provide appropriate home-based care and support, CRS' A&R Project created a network of support that ensures increased access to comprehensive services for UXO/LM survivors (LMS) and advance their reintegration into society. A&R Project has established a model for scaling to six affected districts in the targeted provinces and beyond.

CRS is seeking the services of a competent firm to work with CRS to provide a training course on fundraising and resource mobilization for CRS partners.

OBJECTIVES:

1. Present a comprehensive picture of fundraising activities;
2. Systematize participants' knowledge about types of resources, potential funding sources and fundraising mechanisms;
3. Identify donors appropriate to the projects;
4. Identify information of the donors that should be known, as well as elements (psychologically) that affect the sponsorship;
5. Practice writing concept paper;
6. Practice skills in promoting visibility of the project/organisation to have the donors persuaded;
7. Listen to the donors/fund raisers to share their experience and tips for success in fund raising.
8. Develop skills in dealing professionally with various types of donors;
9. Develop skills in using different fundraising tools;
10. Help participants develop their own fundraising strategies.
11. Listen to the donors/fund raisers to share their experience and tips for success in fund raising.

SCOPE OF WORK

- The company will provide lum-sump training course for CRS partners include Consultancy fee; training room cost (with backdrop, refreshment, training facilities) and materials.
- Develop training contents and lesson plans
- Design pre-training and post-training tests;
- Deliver training sessions for about 12 participants from DOLISA provincial and district level and commune committee;
- Collect and report post-training assessment results.

TIME FRAME AND VENUE

Time: From 18- 20 April 2017

Venue: Hanoi

DELIVERABLES

- Detailed training agenda
- Training materials, pre-training and post-training tests; handouts
- Fundraising strategies and Concept papers developed by participants
- Final English report

REPORTING AND WORK RELATIONSHIPS

Contracted firm will report to Program Manager for this assignment.

Contracted firm will work in close collaboration with CRS project team during the preparation and conduction of the tasks.

REQUIREMENTS FOR CONSULTANT

- Over 5 years' experience in training, for the adult as well as well-employed participatory training methods. Hands-on experience in development of training programme, training documents and skills in training, facilitation. Very good communication and presentation skills.
- Experienced in community development;
- Experienced in raising funds and mobilizing resources for non-profit projects or programs;
- Have relationships with and understanding of communication protocols of bilateral, multilateral donors who are working in Viet Nam.
- Good verbal and written English
- Excellent computer skills (Word, Excel, PowerPoint and the Internet)
- Experience in working with NGOs and CSOs is an advantage