

Fundraising Strategy Consultant: Seeking Proposals for 3-year Fundraising Plan

Part-time, contract-based fundraising/ development professional sought to work with a fledgling public-private partnership focused on forest conservation, natural resource-based economic development and support for rural communities. A grant-funded budget of \$20,000 plus \$2000 travel/expenses is available for this project to develop a 3-year fundraising plan with timing somewhat flexible over a 6–8-month period beginning January 2025. Payment terms negotiable (option for up to 4 partial payments with final payment upon project completion).

The Woodlands Partnership of Northwest Massachusetts, a public body comprised of rural municipalities, land trusts, planning agencies, and others working in this heavily forested region of the Northern Berkshires and foothills, is at a critical point in development. New England Forestry Foundation currently serves as Administrative Agent through a contract funded by Massachusetts Executive Office of Energy and Environmental Affairs (EOEEA) through Dec. 2025. Targeted fundraising is needed to find creative solutions to continue funding the Partnership and its move toward autonomy.

While the Partnership was created with a robust governance structure and opportunity for public participation and engagement, significant investment will be required for it to achieve longevity and become a proactive force for conservation and sustainable stewardship of the landscape. The Woodlands Partnership Board, Committees and officers understand this challenge and are committed to devoting time to working with their Agent and consultants to shape this critical 3-year fundraising plan in order to help achieve this vision. Agent staff time to coordinate planning meetings and support successful completion of this project is funded from another source.

Desired deliverables include:

- 1) Connect the Partnership Board's priorities with potential sources of funding such as foundations, donors, members, public and private grants and develop a 3-year fundraising plan to accompany the Partnership's mission and [10-year Plan](#) (running through 2032);
- 2) Support Partnership to identify 2-3 strategic priorities for which to draft grant proposals that will help bridge a potential gap in administrative support, or navigate a period of transition to permanent operational staff (such as stable funding specifically to hire an executive director);
- 3) Support the Administrative Agent staff and Board in exploring and planning to establish organizational infrastructure to accept grants or donations as an independent entity; and
- 4) Understand and complement the Executive, and Finance & Budget, Committees' efforts to work with state and federal policy makers to establish a sustainable funding mechanism for the Partnership, which includes the need to continue centering action on justice and equity by

raising the voices of Indigenous Peoples and other underrepresented members of the communities served, as well as prioritizing natural resource-based economic development, climate solutions and the region's municipal concerns.

Minimum Requirement:

- College or higher degree, or similar professional certificate, in strategic fundraising and philanthropy, or commensurate experience in non-profit management, with proven success in grant writing and/or managing a diverse donor base.

Preferred Experience:

- Experience writing grants and working with state and/or federal agencies;
- Experience facilitating Board discussions about funding priorities;
- Knowledge of the Western Massachusetts landscape, and/or fields such as conservation, rural economic development, tourism, recreation, environmental management, forestry and climate change policy.

To apply for this consultant role, please email your application by Dec. 4, 2024, COB to kconlin@newenglandforestry.org and lhayden@newenglandforestry.org and include:

- A cover letter & resume explaining your relevant experience and qualifications;
- A 1-page proposal outlining how you would approach the task of developing a 3-year fundraising plan with the goal of supporting a new partnership to hire its first staff supervised by the Board;
- An example of your past work relevant to this strategy role, such as a past fundraising plan, report or campaign including diverse philanthropic sources; and
- At least 3 references (one of which includes a non-profit organization or partnership for which you have worked as a fundraising consultant).

Timeline:

- **Proposals due by COB Wed. Dec. 4, 2024, with contract for services anticipated by Dec. 31;**
- Work to begin by Jan. 15, 2025, with draft 3-year fundraising plan due by May 15 for Agent & Board review;
- Project to include consultant participation in at least 2 Board meetings, and a series of Committee and working group meetings with Agent staff to help set priorities under a schedule to be mutually determined;
- Final fundraising plan and all related tasks to be completed no later than Aug. 15, 2025, or an earlier mutually agreed-upon deadline, with report expected at Board Annual Meeting usually held in June.