



TERMS OF REFERENCE FOR MENTORSHIP SUPPORT TO DEVELOP RESOURCE MOBILISATION STRATEGIES FOR 10 CSOs

Introduction and Background

Tilitonse Foundation in collaboration with Civil Society Agriculture Network (CISANET) and Welthungerhilfe (WHH) is implementing a project titled **Strengthening Food and Nutrition Security Programming in Malawi**. The project is funded by **German Federal Ministry for Economic Cooperation and Development (BMZ)** through Welthungerhilfe. The main objective of this project is to promote the capacity of civil society organisations in Malawi to improve food security and strengthen resilience. Specifically, the project is expected to strengthen capacity of 10 Civil Society Organizations (CSOs) and district-based network associations in evidence based FNS management, administration and programming. This support will in turn enable the targeted CSOs to plan and implement effective and participatory FNS programming approaches with their target groups or communities.

In July 2022, Tilitonse Foundation in collaboration with Civil Society Agriculture Network (CISANET) and Welthungerhilfe (WHH) conducted a capacity assessment which identified critical gaps in management structure, financial and resource management systems, human resources and programme management. Based on the gaps identified, the assessment further recommended capacity development options that will enable the CSOs to effectively deliver on their mission. One of the gaps identified was that CSOs do not have Resource Mobilisation Strategies and they do not have alternative sources of funding other than donors identified through solicited proposals. Eight CSOs do not have Resource mobilization strategies while 2 CSOs were found that their strategies require updating.

It is against this background that Tilitonse Foundation would like to engage the services of a consultant to facilitate a workshop and provide mentorship support on resource mobilisation for 10 organisations: 3 in Dedza, 2 in Ntcheu and 5 in Nsanje Districts.

Objectives of Work

The overall objective of this assignment is to develop a resource mobilization strategy for the following CSOs:

- Rural Development Support Trust,
- Nyanthepa Radio Station, Foundation for Active Civic Education,
- Foundation for Civic Education and Social Empowerment,
- Tiphedzane Community Support organisation in Nsanje District
- Golomoti AIDS Support Organisation,

- Youth in Community Development
- Dedza CCJP
- CYESE in Dedza
- YODEP in Ntcheu

The consultant is further expected to work with the CSOs to map out donors or development partners that can support their organisation's core business

Scope of Work

The duties and responsibilities of the consultant/s will be:

1. Engage the CSOs to establish the current status of the capacity gap and possible entry points
2. Review capacity assessment reports for the 5 organisations in Nsanje and 4 organisations in Dedza and 1 in Ntcheu to enhance understanding of the nature of the capacity gap
3. Develop the resource mobilization strategy for each CSO.
4. Consult Management to better understand the organisation's focus areas
5. Map out the donors globally, locally and regionally including both institutional donors and charities
6. Recommend to the CSOs on how to develop long-term partnerships

Deliverables

1. An Inception report detailing understanding of the assignment, methodology to be used and timelines
2. Resource Mobilisation Strategy for the CSOs assigned including a list of donors, at local, international and regional level complete with funding timelines and amounts
3. A list and sample of fundraising materials/products that the organisation must produce for marketing
4. Process Report on the assignment

Duration and Timing of the Assignment

The assignment is planned to take place in between November 2022 and January 2023.

Qualifications

Minimum of a Masters Degree in Development Studies, Economics and other Social Sciences and any other relevant field.

Experience

1. At least 10 years experience in similar roles and assignments
2. Excellent programming skills
3. Good presentation and communication skills

4. Demonstrable experience in working with development focused Non State Actors (NSAs).

Application Process

Interested and qualified Consultants/service providers are invited to apply. The service providers must submit the following documents/information to demonstrate their qualifications:

1. A technical proposal detailing applicants understanding of terms of reference (ToRs), proposed methodology, applicant's key member's CV. A financial proposal should be included in the submission
2. Contacts (email and phone) of 3 former clients or referees.
3. A detailed list of similar assignments that the consultant has conducted in the past 3 years

Technical and financial proposals should be submitted to the addresses below, by 21st October 2022 at 17:00 hrs

Physical Address	Postal Address	Email Address
Tilitonse Foundation Plot No. 128, Lizulu Street Area 47 Sector 5 LILONGWE Malawi	Tilitonse Foundation P.O. Box 31815 LILONGWE Malawi	e.musiya@tilitonsefoundation.org with a copy to jobs@tilitonsefoundation.org