

## **CoST – Infrastructure Transparency Initiative Terms of Reference**

### **Fundraising Consultant – short term**

#### 1. Overview

[CoST – the Infrastructure Transparency Initiative](#) (CoST) is seeking a Fundraising Consultant with proven experience in income generation for the non-profit sector.

With our fundraising approach focussed on foundations, bi-lateral donors and multilateral development banks we are seeking a consultant with successful experience across at least two of these areas.

As a short-term position with possibility of extension, we are looking for a consultant to hit the ground running, ideally with relevant contacts and previous experience of working with transparency, citizen participation and accountability organisations and/or knowledge of the infrastructure sector.

#### 2. Background

CoST is a charity and non-profit company based in the United Kingdom. Its day-to-day operations are delivered by an International Secretariat (CoST IS). It has members in [19 countries worldwide](#), with the majority constituting low-income status. CoST is one of the leading organisations improving infrastructure transparency, participation and accountability globally. Its [approach](#) is centred on data disclosure and analysis, multi-stakeholder working and promoting civic participation. Through this approach CoST has seen impressive [impact](#) in diverse contexts in terms of cost savings, better quality infrastructure, improved lives and increased trust between citizens and decision-makers.

#### *Funding*

CoST receives core funding from bilateral donors, including the Foreign, Commonwealth and Development Office (FCDO) and the Dutch Ministry of Foreign Affairs. Its Asian-region work is also funded by a partnership involving the UK Prosperity Fund and the United Nations Development Programme. CoST is in process of establishing a Multi-Donor Trust Fund through the World Bank which aims to attract significant contribution from bi-lateral donors and is expected to be in place by the end 2021.

With cuts to the international development sector in the UK and elsewhere we are looking to augment our fundraising efforts over the next six – nine months across bilateral organisations and foundations in particular and in line with our [CoST Business Plan 2021 - 2025](#). Multilateral development banks are a part of our fundraising strategy, with a focus on longer-term income generation, thus they are an ongoing but not immediate priority.

The CoST value proposition to several key donor targets has been developed and we are looking for a consultant to build on and take this forward. This is focussed on how our approach is innovative, adaptive to challenging and diverse contexts, and responsive to shrinking civic space. Over recent years technology has been key in CoST delivery and our tools and standards have significantly heightened data disclosure, been recognised by influential institutions and have won awards. Importantly, CoST can demonstrate its applicability in crisis settings and being responsive to pressing global issues such as climate change and social inclusion.

#### 3. Scope and deliverables

In line with our short-term fundraising focus the consultant will be experienced in generating income across bi-lateral organisations and foundations. In addition to the engagement piece with these donors, the consultant will focus on the development of fundraising applications. They should have

experience and skills in application scoping, writing successful applications and/or coordinating and reviewing team work on applications. They will work with the CoST IS team to understand CoST's value proposition and to gain their input to applications.

The purpose of this role is to secure funding in the short term over a six-nine-month period. Whilst focused on bilateral and foundation donors, other means of bringing in income are welcomed (e.g. from the private sector, awards or major individual donors).

#### *Deliverables*

- Development and delivery of CoST's short-term fundraising strategy.
  - Develop CoST's strategy, ensuring diversity across donor types and the use of a stakeholder analysis approach to inform fundraising activity.
- Partnership development
  - Build on and develop key contacts with target donors.
  - Set up meetings between CoST senior managers and the contacts.
- Co-ordinate and develop funding applications
  - Work with CoST personnel to identify potential fundraising opportunities.
  - Develop high quality multi-year proposals in consultation with CoST's global team.
  - Refer certain opportunities to CoST's global team, playing an advisory role to the team in their development.

#### 4. Profile

- Proven successful track record in fundraising for non-profit sector
- Minimum of 10 years professional experience in fundraising for international development.
- Experience of working with transparency, participation and accountability organisations and/or in the infrastructure sector is an advantage.
- Excellent written and oral communication skills
- Fluency in English language and knowledge of Spanish is an advantage.
- Sound knowledge of bilateral and foundation donors.
- Knowledge of private sector donors and multi-donor trust funds is an advantage.
- Drive for results

#### 5. Terms and conditions

- Period: An estimated 30-40 days over 5-6 months, with a possible extension. Start as soon as possible.
- Reporting to: CoST Programme Director.
- Consultancy fee: Negotiable.
- Location: Anywhere.

Please send your CV, short cover note and expected consultancy day rate to CoST Programme Director, John Hawkins: [cost@infrastructuretransparency.org](mailto:cost@infrastructuretransparency.org) by Monday 15 March 2021.

For further information please also contact John who can arrange a call with you.