

# Request for Proposal for Nonprofit Consultants

Issued by The Center for Nonprofit Excellence

## Overview:

The Center for Nonprofit Excellence (CNE) is seeking experienced and dedicated consultants to provide professional services for nonprofit organizations. We are committed to providing equitable consulting opportunities and are looking for consultants who can assist in areas such as fundraising, strategic planning, marketing, and program development.

## Background:

CNE is dedicated to supporting and strengthening the region's nonprofit sector. We are currently prioritizing programming in the following areas: fundraising development, board training, marketing, and staff development. As part of our ongoing efforts to enhance the capacity and effectiveness of nonprofits in Fairfield County, we are seeking experienced and dedicated consultants. Consultants play a pivotal role in advancing our mission by offering tailored expertise, strategic guidance, and innovative solutions to further empower our nonprofits and drive positive change across the community.

## Scope of Work:

Consultants will be expected to provide comprehensive and specialized support in various areas. The scope of work includes, but not limited to, the following key areas:

### 1. Strategic Planning and Capacity Building

- a. Facilitate strategic planning sessions with nonprofit leaders to define organizational goals, develop strategic plans, and identify actionable steps for implementation.
- b. Conduct organizational assessment and provide capacity building support, including board development, governance best practices, leadership training, and succession planning.

### 2. Fundraising and Resource Development:

- a. Offer expertise in fundraising strategies, grant writing, donor cultivation, and diversification of funding sources to enhance financial sustainability for nonprofits.
- b. Provide guidance on building effective fundraising campaigns, donor stewardship, and leveraging technology for improved fundraising outcomes.

### 3. Program Evaluation and Impact Measurement:

- a. Design and implement program evaluation frameworks to measure outcomes and assess the impact of nonprofit initiatives.
- b. Develop tools and methodologies for data collection, analysis, and reporting to showcase program effectiveness and drive continuous improvement.

**4. Organizational Efficiency and Operational Excellence:**

- a. Offering expertise in operational assessment, process optimization, and efficiency improvement strategies to streamline operations and reduce administrative burden.
- b. Provide training and guidance on technology adoption, systems integration, and best practices in organizational management.

**Qualifications:**

CNE is seeking consultants and consulting teams with a proven track record of expertise in providing consultancy services to nonprofit organizations. Qualified consultants should possess the following qualifications:

- Extensive experience working with nonprofit organizations
- Excellent communication skills
- Ethical standards and commitment
- Understanding of local context
- Ability to collaborate effectively with the organizations team and stakeholders.
- Demonstrated track record of delivering high quality consultancy services for nonprofits
- Understanding of outcome metrics and how to achieve them

**Timeline:**

This RFP process begins January 1, 2024. RFP's will be reviewed on an ongoing basis. Applicants can expect feedback six weeks after submission.

**Evaluation Criteria:**

Proposals will be evaluated based on the following criteria:

1. Relevance of experience and expertise
2. Proposed methodology and approach
3. Overall fit with our organization's needs and values