
Capital Campaign Consultant – Request for Proposal

Sunshine Coast Community Services, the largest nonprofit on the Sunshine Coast, is seeking proposals from qualified, experienced firms or individuals to lead and implement an established capital campaign program. The Capital Campaign is to raise funds for our new development project to build affordable housing for women and children layered on top of enhanced support program space for the whole community on the Sunshine Coast.

The consultant will work with members of the SCCSS Board of Directors, community volunteers and staff to deliver a multi-faceted capital campaign and fundraising strategy. The candidate should possess recent experience in capital campaign planning or have a similar background and be familiar with the community of the Sunshine Coast and the fundraising environment.

About Sunshine Coast Community Services:

Sunshine Coast Community Services, the largest nonprofit on the Sunshine Coast, has been making our community stronger, safer and more resilient since 1974. Our organization supports over 5000 community members through 30+ programs in four main areas: Community Action & Engagement, Child and Family Counselling, Child Development & Youth Services and Together Against Violence.

For more information about this initiative please visit the Building Together Website

<https://www.buildingtogether-sccss.ca/>

Expected Outcomes:

Starting the work November 1, 2021, or sooner, the successful candidate will complete the following over 18 – 24 months:

- Build upon existing capital campaign plan and fundraising strategies.
- Build on the development of existing collateral materials, including a case for support, marketing materials, partnerships, and promotions that are required for general fundraising strategy.
- Engage Board, staff, volunteers on fundraising best practices and involvement.
- Continue to develop a plan/strategy for ongoing donor stewardship and donor cultivation.
- Manage the plan/strategy for ongoing donor tracking and recognition and capital campaign recognition.

Proposal Content and Requirements:

The following should be addressed in your proposal:

- Your vision and objectives for the project, as well as your understanding of the work to be undertaken;
- Your approach to the project;
- The proposed schedule of milestones, activities and duration;
- Your expectations of Board, staff and volunteers during each phase of the campaign process;
- Your firm's and your personal experience with similar projects; and
- The project lead, the individual who will have day-to-day responsibility for the project and his or her relevant qualifications and experience.

Proposal Submission:

All questions can also be directed to Catherine Leach at cleach@sccss.ca. Proposal submission closing date is **October 15, 2021** at 4:30 p.m.