

## 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 October 15, 2022, or sooner, the successful candidate will complete the following over 24 months:

- Meet Capital campaign target by building 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.
- Lead Capital Campaign Committee.
- Help identify capital grants and provide information to the grant writer to complete capital grants.

- 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 personal experience with similar projects; and
- Expected compensation

**Proposal Submission:**

All questions can also be directed to Catherine Leach at [cleach@sccss.ca](mailto:cleach@sccss.ca). Proposal submission closing date is **October 15, 2022** at 4:30 p.m.