



TERMS OF REFERENCE FOR CONSULTANCY SERVICE FOR TTWCA FUNDRAISING AND SUSTAINABILITY PLAN DEVELOPMENT

Project Title: Community Conservancy Support Program

Date: 8th April 2021

Task: Development of a Fundraising and Sustainability Plan.

INTRODUCTION AND BACKGROUND

Taita Taveta Wildlife Conservancies Association (TTWCA) is an umbrella body of 33 ranches and conservancies covering about 1m acres of land mass which form the greater Tsavo Landscape Conservation area in Taita Taveta County. The organization supports the conservancies in holistic and sustainable natural resource management to improve livelihoods through development of livestock enterprises, nature-based enterprises and general environmental conservation. TTWCA also catalyzes and convenes key stakeholders to produce and share evidence that informs policy and practice on the landscape management, governance and well-being of conservancies.

The ranches are under different tenureship allocated to ten communities in Taita Taveta who make up their membership. These ranches form a vital wildlife corridor between Tsavo East and Tsavo West National Parks including Mkomazi national reserve in Tanzania, especially for elephants. In addition to wildlife, the ranches support several economic activities such as livestock keeping, mining tourism and carbon offset programs. Climate change, land degradation, poaching, illegal grazing and human wildlife conflict are among the challenges faced in these rangelands.

TTWCA's strategic mission is 'to support rangelands management for effective and sustainable utilisation of resources. The core objectives are

- I. Supporting holistic landscape conservation initiatives on the ranches,

- II. Supporting and facilitating development of infrastructure, and viable economic initiatives for wealth creation,
- III. Advocating for the ranches' agendas,
- IV. Establishing and strengthening collaborative networks with strategic partners, and
- V. Strengthening institutional capacity for delivery of vision and agenda.

To support TTWCA to achieve this great mission, financial resources and other resources are required. Therefore, TTWCA is seeking to engage a consultant, a fundraising specialist to develop a fundraising and sustainability plan who will work closely with the Coordinator and the project officer and other key persons in the process.

PURPOSE

The activity will develop a Fundraising and Sustainability Plan that will guide activities aimed at ensuring long-term funding and resource mobilization to support activities of TTWCA.

PROCESSES INVOLVED

This activity will involve literature search, rapid assessment of the resources available and consultations with TTWCA secretariat, ranch/conservancy owners and stakeholders to obtain their views/thoughts. The following are the milestones in this process:

MILESTONES

- i. Inception report including workplan on how the work will be undertaken.
- ii. Mid-term report on progress undertaken in relation to the workplan.
- iii. Final output which is the Fundraising and Sustainability Plan.

ROLES AND RESPONSIBILITIES OF THE CONSULTANT

- i. Identify the fundraising channels and methods TTWCA can realistically put in place to raise TTWCA the most funds with the least amount of effort
- ii. Research and identify new institutional funding sources to optimize the TTWCA funding
- iii. Discuss and study past donors giving history and fundraising activities

- iv. Sourcing of literature from TTWCA management, TTWCA documentation, online publications, institutions and libraries.
- v. Rapid assessment of resources either through field visits or from literature on past inventories.
- vi. Interviews with ranch/conservancies owners and stakeholders, among others.
- vii. Develop a case for support that demonstrates the impact TTWCA makes in the world
- viii. Develop a message platform that supports the case for support
- ix. develop a two-year calendar of fundraising activities with clear roles and responsible individuals
- x. Develop a fundraising action plan defining clear goals and objectives.
- xi. Compilation of the draft fundraising and sustainability Plan.
- xii. Incorporate feedback from TTWCA and finalize the fundraising and sustainability Plan
- xiii. Answer all calls and communications from TTWCA regarding the task
- xiv. Presentation of the draft fundraising and sustainability Plan and validation.
 - i. Production of the final fundraising and sustainability Plan.

THE ROLE OF TTWCA

- i. TTWCA will provide facilitation to undertake literature search including internet connection among others.
- ii. TTWCA will provide contacts and introduce the consultant(s) to their members and stakeholders.
- iii. TTWCA will organize for workshops for presentation of the draft plan and validation.

TIMEFRAME AND DEADLINES

- i. 1.5 months
- ii. Deliverable 1: 2 weeks
- iii. Deliverable 2: 3 weeks
- iv. Deliverable 3: Consolidated report and executive summary: 3 weeks

PAYMENT SCHEDULE

**Po Box 26-80300 Voi Tel: +254 707 780 438 info@ttwcakenya.com
www.ttwcakenya.com**

- i. 1st Instalment after delivery of Milestone 1 – 30%
- ii. 2nd Instalment after delivery of Milestone 2 – 30%
- iii. Final Instalment after approval of the consolidated report (Fundraising and Sustainability Plan) and executive summary – 40%.

QUALIFICATIONS

- i. At least a degree in Environment or natural resource management related field, Business Administration, Development studies, Fundraising, Marketing, International Relations, Communication, Social Sciences or other related fields
- ii. At least seven (7) years of progressively responsible professional work experience in non profit organization or civil society management
- iii. Strong capacities in writing proposals: project development and fundraising.
- iv. Excellent experience in partnership building, especially with donors and TTWCA Conservancy network.
- v. Excellent organizational skills.
- vi. Good communication skills.
- vii. Excellent inter-personal skills, and proven ability to build and maintain strong relationships.

GENERAL CONSIDERATIONS

- i. The consultant/team will prepare end of activity progress reports to the Secretariat.
- ii. The consultant/team will be supervised by the Secretariat through close contacts with the Coordinator to ensure adherence to quality, work schedule and timelines.
- iii. The consultants will deliver the reports through the Coordinator.
- iv. Ethical issues are upheld as per the TTWCA requirements.

How to Apply

To express interest in this consultancy, qualified candidates should send their CV, interpretation of the task drawing on their knowledge and previous experience, budget and workplan to info@ttwcakenya.com by close of business on 20th April 2021. Please attach at least one sample plan developed before.

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