



Terms of Reference (ToR): Consultancy for Donor Scoping and Engagement for IDPC

Purpose & scope:

The International Drug Policy Consortium (IDPC) is seeking a consultant to conduct a comprehensive donor scoping exercise with a view to identifying and securing new funding streams for the medium and longer term in support of IDPC's theory of change and [strategic plan](#) (a new plan to be developed in 2019 for the 2020-2023 period). Specifically, the consultant will lead the donor mapping process with a view to:

1. Identify new potential donors whose priorities align with IDPC's objectives, providing contact names or suggested grant application avenues
2. Identify new potential donors who could be influenced to consider supporting the work of IDPC, providing contact names or suggested grant application avenues
3. Produce a fundraising and donor engagement strategy for IDPC for the coming 5 to 10 years.

Background:

IDPC is a global network of NGOs that come together to promote objective and open debate on drug policies at the national, regional and international level. The Consortium was formally founded in 2006 and in ten years has become a strong, collaborative initiative that has gradually expanded both its membership and its activities to influence drug policies and programmes at all levels. IDPC is now recognized as *the* global drug policy network with a huge source of expertise across the full spectrum of drug policy. The network now comprises more than 170 civil society members from over 65 countries.

IDPC is legally registered as a company limited by guarantee in the United Kingdom and does not have charitable status after the Charity Commission has deemed our advocacy work to be political in nature. This lack of charitable status has thus far not hampered our fundraising efforts focused at private foundations, and bi-lateral and multi-lateral government donors. The Board of Directors has concluded that unless there is a compelling reason to do so, given the resources involved, charitable status in the UK will not be pursued for the time being. In parallel, the IDPC Secretariat is currently exploring legal registration as a foundation in The Netherlands (although this is in the early stages and there are no plans to move the Secretariat from the current London location). The Netherlands registration should be considered as a factor in this donor scoping exercise.

Over the last 12 years, the IDPC Secretariat has significantly expanded and diversified its funding base, which primarily includes private foundations as well as UN, bi-lateral and multi-lateral government funding sources. IDPC has also been successful in raising funds through strategic partnerships and consortia models. To date our fundraising ability has yielded results and our budget has continued to grow (see graph below on budgeted vs actual income over the past five years). However, there is recognition that IDPC may be reaching saturation point with the current donor base and to support the next phase of development and growth and to further ensure financial sustainability, new and non-traditional funding sources need to be identified. Furthermore there is a clear need to source greater core funding, as compared to project-based or restricted funding.



Budgeted vs actual income

Tasks:

1. To lead on a comprehensive donor scoping exercise that explores opportunities among IDPC's traditional donor base as well as opportunities from less traditional sources – such as corporations and potential high value individuals. This should include a detailed analysis of donor architecture (looking at both national, regional and global levels) and an identification of priority issues mapped against IDPC's strategic priorities and theory of change. Opportunities to influence donor priorities should also be identified.
2. To produce a report detailing the results of the donor scoping exercise.
3. To develop a fundraising and donor engagement strategy for IDPC for the coming 5 to 10 year period.

Timeline:

It is expected that the work will start in mid-February 2019, with Tasks 1 and 2 completed by mid-March 2019 followed by a discussion with the IDPC Executive Director to review results before the completion of Task 3 which would then be completed by mid-April 2019.

Competencies:

- Demonstrated experience in fundraising, resource mobilisation and donor engagement.
- Demonstrated experience in conducting donor scoping surveys.
- Experience in working with donors in an international context especially major donors, private foundations, bi-lateral and multi-lateral donors, UN agencies, trusts and other institutional donors.
- Experience in funding planning, development of resource mobilisation strategies and implementation of such strategies.
- Proven understanding of the donor environment.
- Demonstrated skills and experience in report writing.
- Fluency in written and spoken English.
- Knowledge of the drug policy sector, and understanding of the unique political challenges involved in fundraising for this work.

Call for Expressions of Interest:

IDPC seeks 'expressions of interest' from consultants with the skills, experience and ability to support this work as outlined in this ToR. It is anticipated that the work will take approximately 20 days in total. Please send a short expression of interest that details relevant skills and experience for the task, expected remuneration as well as a confirmation of availability to complete the work as per the timeline detailed. **Please send your expression of interest to Ann Fordham (afordham@idpc.net) by no later than Thursday, 31st January 2019.**

ANNEX 1. IDPC Theory of Change

