



TERMS OF REFERENCE (TORs) FOR THE RESOURCE MOBILIZATION TRAINING FOR STAFF AND THE BOD MEMBERS

1.0 Background

Food Rights Alliance (FRA) is a coalition of over 40 members comprised of local and international NGOs working on issues of agriculture, food and nutrition security at household, community, and national levels. FRA envisions a “World free from hunger and malnutrition” and works to promote sustainable access and consumption of adequate, safe, and healthy diets for all. The Alliance achieves her mission through building a formidable and diverse network of members and stakeholders that influence policy and practice at different levels; profiling and engaging champions on critical issues on the realization of the right to adequate food, and equipping stakeholders with credible knowledge and information to flag the right to food agenda in policy and practice. FRA contributes to democracy and good governance by upholding the key tenets of participatory democracy; inclusiveness, responsiveness, consciousness, mutual accountability, collective action, and participation in decision-making. The Alliance organizes civil society into issue-focused influencing groupings and enhances collective planning, knowledge and information sharing, and collective action.

FRA is implementing a One-year Rodden Berry project (+1 Global Fund) that is dedicated to fostering locally-led change in the Global South. Through a unique "network of networks" approach, the Fund works alongside renowned organizations to identify and empower impactful changemakers operating within vulnerable communities that have historically lacked support. By uniting philanthropists, foundations, and partners, the Fund champions the belief that sustainable change originates from grassroots initiatives. This project under the umbrella of Food Rights Alliance (FRA) contributes specifically to Pillar 4, Outcome 4, which concentrates on enhancing the governance and operational systems of FRA. This objective aims to bolster program quality management and delivery mechanisms, ensuring that initiatives are effectively implemented to achieve desired outcomes.

2.0 Rationale for the assignment

Food Rights Alliance (FRA) recognizes resource mobilization as a lifeline activity critical for its long-term sustainability and impact. Like most of the non-profit organizations, the Alliance depends on external sources of funding to run their projects which might negatively impact on its long-term aspirations. In many Civil Society Organizations, fundraising is mainly carried out by the top management and many boards are not aware of their role in resource mobilization.

Resource mobilization demands significant time and skills to secure financial and non-financial resources from diverse sources. While FRA has successfully secured project funding, it struggles to access institutional funding, crucial for strengthening its organizational capacity, resilience, and autonomy. This challenge stems partly from limited organizational capacities, including inadequate skills and strategies to diversify funding sources. To address this challenge, FRA aims to strengthen its capacity to attract funding with special focus on institutional funding by enhancing its resource mobilization capabilities, governance systems, and strategic partnerships. This will enable FRA to



diversify its funding base, reduce dependence on project funding, and build a robust organization capable of driving sustainable change in the food systems sector.

It is against this background that FRA with the support of the Rodden Berry Foundation is planning to conduct a resource mobilization training to build its institutional capacity to enable the Alliance tap into institutional funding opportunities for a stable financial foundation and amplify its impact in promoting its agenda on the right to adequate food for all.

3.0 Objective of the Assignment

The overall objective of the training is to equip the Board and staff with the requisite knowledge and skills in raising and managing financial and non-financial resources to enhance organizational sustainability.

Specifically, the training seeks to;

1. Undertake an organizational capacity assessment on resource mobilization to identify strengths, weaknesses, opportunities and threats that might affect its sustainability.
2. Equip the Board and Staff with effective grant proposal writing skills.
3. Enable staff and the Board to develop a powerful capacity statement that effectively communicates FRA's value, capabilities and impact to potential donors, partners and stakeholders.

4.0 Deliverables

The consultant is expected to produce the following deliverables;

- Approved training program and working schedule highlighting key topics to be covered
- PowerPoint presentation and Final training report

5.0 Time frame

The assignment will be completed in two working days. One (1) day for preparation, one (1) day for the actual delivery of the training.

6.0 Competences, experiences and qualifications

- MA in Public Administration and Management, Master of Business Administration (MBA), Bachelor of Science in Accounting, Bachelor of Procurement and Supply Chain Management, Bachelor of Commerce majoring in finance and Accounting and related fields.
- Minimum five (5) years of professional experience in a field related capacity building and training - A track record of undertaking similar assignments with competent organizations.
- Proven skills in capacity building of local NGOs, with experience providing trainings on the above-mentioned topics.
- Excellent communication and facilitation skills, distinct but moderate and enabling rather than imposing.
- Experience in working with NGOs and CSOs is an advantage

7.0 Work plan

Activity	Deliverables	Timeframe	Responsible Person
Development of TORs	Terms of Reference	23 rd May, 2024	FRA
Submission of EOI	Letter of EOI; Financial Proposals	30 th May 2024	Applicants
Identification and Recruitment of consultant	List of Expressions of Interest	31 st May 2024	FRA
Contracting the Consultant	Signed contract	4 th June, 2024	FRA and Consultant
Conducting the training in fundraising for FRA staff and board	Inception report, presentations and training report	5 th June, 2024	Consultant

8.0 Contents of the bid

Information needed while submitting expression of interest includes;

1. Letter of interest.
2. Fill the Technical proposal (clearly showing the methodology, plan of action and interpretation of the TORs). Access the template from the link: <https://fra.ug/vefeput/2024/03/Expression-of-Interest-Template.docx>
3. Any comments/suggestions in relation to this consultancy
4. Detailed profile of the applicant, indicative of previous relevant experience.

9.0 Statement Of Safeguarding:

According to FRA’s organizational value of accountability, it is our policy to safeguard all individuals involved in FRA’s work against risks of exploitation and abuse. FRA will not tolerate exploitative or abusive behaviors by anyone associated with the implementation of FRA’s work.

10.0 Submission of proposal

Interested consultants (individuals and firms) with experience in executing similar assignments are invited to submit their expression of interest/bids by 29th May, 2024 with the subject field “Expression of Interest – **Resource Mobilization Training for FRA Board and Staff**” addressed to; Executive Director Email: fra@frauganda.org. **Only complete bids submitted by mail will be considered.**