GCDA is looking for an experienced fundraiser!

We are seeking to engage a skilled and dynamic fundraising consultant to collaborate with to drive our fundraising strategy for the Front Room and help achieve financial sustainability.

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| **Organisations** | Royal Borough of Greenwich (“the Council”)  Greenwich Co-operative Development Agency (“GCDA”) |
| **Lead Officers** | Rob Timmer (Royal Borough of Greenwich)  Mel Taylor (GCDA) |
| **Project Name** | Woolwich Front Room |
| **Contracting Body** | Greenwich Co-operative Development Agency (“GCDA”) |
| **Project Summary** | Woolwich Front Room was launched by the Council in June 2022 as part of the Woolwich High Street Heritage Action Zone (“HSHAZ”) and GCDA, who were appointed as the venue operators, are continuing delivery of the project beyond March 2024, which was the end of the three-year HSHAZ project and funding. To date, HSHAZ has invested £300,000 to bring a vacant retail premises (ground and first floor) back in to use to benefit the high street and local community.  Woolwich Front Room is seen as a positive addition to the town centre, helping to broaden its offer and improve the attractiveness of bustling Powis Street. It has quickly established itself as a welcoming, vibrant and diverse community hub on the high street by delivering an affordable café offer and room bookings alongside regular classes, events, activities, local artist exhibitions and a makers space. In less than two years it attracted over 15,000 visitors, secured over 1,000 room bookings and delivered over 480 free to access events and activities for the community.  The Council is keen to ensure that the success and investment made in the Woolwich Front Room to date can be built on, through continued operation of Woolwich Front Room for years to come and by delivering an engaging and inclusive programme that is reflective of the needs of the community and local organisations in Woolwich. Through GCDA there is a real opportunity to create a strong legacy for the project, to grow the programme and increase use of the venue, should additional funding be secured to support a sustainable operating model.  **Woolwich Front Room Objectives:**   1. To create a thriving and engaging programme of community focused activities, that are reflective of the needs and aspirations of Woolwich residents, that is inclusive and can be enjoyed by everyone. 2. Ensure the local community are engaged in and contribute to the design and delivery of programmes, events and activities to increase levels of participation. 3. To actively promote and ensure that Woolwich Front Room delivers benefits for the community and high street through the delivery of an innovative programme and the realisation of the key performance indicators. 4. To secure additional funding for the continuation of the Woolwich Front Room until December 2026 (the end of the Council’s existing lease agreement) 5. Create a sustainable operating model for the Woolwich Front Room that will continue to deliver legacy outcomes beyond December 2026. |
| **Project Role** | The Council and GCDA are now seeking the services of an experienced and dynamic fundraiser (“the Fundraiser”), with a strong track record of securing grant funding and experience in developing partnerships and working on community and cultural programmes.  The Fundraiser will support the development of an exciting and resilient community programme proposal anchored at the Woolwich Front Room, and will work diligently to identify and secure funding for both the programme and the ongoing delivery needs of the Woolwich Front Room. The role of the Fundraiser will help to support the project transition into a sustainable community hub on the high street, with a clear vision and strategy for programming and additional funding by the end of 2024.  **Funding Focus**  The Fundraiser will develop an attractive partnership programme offer, that will support the ongoing delivery of the Woolwich Front Room alongside an ambitious and well-coordinated programme that will deliver benefits to the high street, local community and partners. It is envisaged that the programme will support one or both of the following programme themes:   1. Young people skills development/loneliness/wellbeing (an after school, evening and weekend programme) 2. Mental health/social isolation/loneliness, linking to adult learning, arts prescribing and creative health (a daytime and weekday programme)   Ideally a minimum of £30K per year for 2 years.  Once appointed, the Fundraiser will be expected to deliver the following outputs:   1. Fundraising strategy for 2024 – 2025 (12 months) based on the funding focus (see above). 2. Submission of a minimum of three medium to large grant funding applications (between £30k - £50k per year), including required engagement with funders and stakeholders. |
| **Project Location** | **Woolwich Front Room**  Powis Street, Woolwich, London, SE18 6JB  The Fundraiser will be expected to attend required project and stakeholder meetings in Woolwich, but otherwise can work remotely. |
| **Overarching Project Milestones/ Timescales** | 6 month contract: anticipated to run between **September 2024 to January 2025.**  Completed fund raising strategy within first 2 – 3 weeks  10 – 15 grants identified within first 6 weeks to then whittle down to 3 most feasible  Further milestones will be dependent on grant deadlines |
| **Procurement Timetable** | Deadline for applying: 30th August 2024  Appointment: 13th September 2024 |
| **Evaluation criteria** | Evaluation will be based on 70% for quality and 30% for price. |
| **Quality submission** | Please provide your CV, detailing your relevant skills and experience for this role, and provide a cover letter (of no more than 500 words) highlighting your interest in the role and giving three examples of medium to large funds or multi-year bids you have previously successfully secured. |
| **Estimated Fee** | The available fee is £7,000  Please provide the following a formal quote for the project, including a fee breakdown for each of the outputs and confirmation of your day rate, for any additional work required above and beyond the contract role. |
| **Final documents and contacts** | Information needed as follows:   * CV * Cover letter (500 words max) * Quote including fee breakdown   Please send all information to [haley@gcda.org.uk](mailto:haley@gcda.org.uk) by 30th August 2024 |