



## FUNDRAISING CONSULTANT BRIEF

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### Introduction

St. Andrew's is a Neo-Gothic style, Grade II listed, church with surrounding gardens. It is set within an impressive urban landscape, Thornhill Square, the largest, best-preserved early Victorian square in the London Borough of Islington. It was consecrated in 1854 and is Grade II listed. St. Andrew's is a significant community and heritage asset. It is on the Heritage at Risk Register (Condition Very Bad, Priority A) and is in urgent need of repair.

Situated in a highly diverse part of Islington, the building has become a vital anchor point for the local community – a place of hope, safety and care, open to all, that enables people of all ages and backgrounds to come together to reflect, connect, and deliver social good. Our recent community survey saw local people describe St. Andrew's as a 'haven', 'shelter', 'family' and 'home'.

Through a range of initiatives, each year we welcome 15,000 people to the church and engage a further 3,000 online and offsite. We have a particular focus on children, young people and families, with programmes including a weekly 'stay and play' for under 5s, an active youth group, and regular clothes and toy swaps.

St. Andrew's is currently opening a new chapter in the life of the church, with exciting plans to:

- Repair the building's exterior, safeguarding it for generations to come
- Update and adapt the interior space, making it more accessible and flexible for our local residents
- Create more opportunities to serve and support our amazing community through engagement and support activities

Our 'My Barnsbury: Past, Present, Future' project is a fantastic opportunity for St. Andrew's to engage a wide range of people in heritage, to increase its ability to delivery positive change locally, safeguard an important and unique historical site and put robust plans in place for its longer-term restoration. We are now looking to appoint a Fundraising Consultant to support the next stage of this exciting project.



## **The Brief**

The following services are required:

- Build on the work that BR!L Consultants have undertaken and complete a fundraising audit to identify funding programmes suitable for the project. This will include but is not limited to research into Central Government Funding Initiatives, Trusts and Foundations, Local and regional public sector grant programmes, high net worth individuals, corporate and business sponsorship.
- Create a matrix prioritising funding most suitable for the project and its timescales, setting out clearly the funding criteria and deadlines.
- Produce applications to funding bodies.
- Reporting and governance on current grants
- Develop and deliver a high-profile fundraising campaign, including digital media; a programme of fundraising activities and events; and direct appeals to potential donors.
- Co-ordinate individual giving prospect events.
- Plan and execute a crowdfunding campaign.
- Work closely with the Business Plan Consultant to ensure that the Fundraising Strategy supports a long-term sustainable plan for the organisation.
- Produce regular reports to the Project Development Manager including progress, risks, issues and key decisions.

## **Budget**

The budget cost for this work is £10,000. The appointed consultant will be expected to deliver within this budget.

## **Timetable**

The indicative timeframe for the work is as follows:

Fee proposal return – 11.59pm, Friday 12 April 2024

Interview – TBC

Confirmation of appointment and work begins – June 2024

Contract ends – February 2025



## Contact details for questions and submission of tender

Rachel Walker, Parish Administrator, [admin@standrewsthornhillsquare.org.uk](mailto:admin@standrewsthornhillsquare.org.uk)

## Tender procedure

Interested parties should submit:

- An expression of interest, outlining your understanding of the project brief, method and approach
- A fee proposal for the work including number of days/key task allocation
- Information about your skills and relevant experience
- A recent case study example
- Details of two referees

## Project particulars

### Equal Opportunities

The project must seek to enable easy access for people with disabilities or limited mobility. Particular user groups that will need to be catered for including older people and parents with young children. Provision should also be made for wheelchair use and for people with limited or partial sight. All aspects of the project must meet the provisions of the Equality Act.

### Climate Emergency

- Where possible, materials specified in the project should be obtained from sustainable sources. The project should seek to ensure minimal ongoing use of resources such as water, energy and chemicals.
- Where possible, high quality recycled materials should be used.
- Of particular importance will be consideration of whole-of-life costs associated with the project and the implications for future maintenance.
- Consideration should be given to sustainable transport and environmental impact generally for events and activities.

### London Living Wage

St. Andrew's Church requires that London Living Wage is paid by organisations employed by the Church and those which are sub-contracted by such organisations, for all staff who are working within the London area. If you are sub-contracting or working with employees as part of this project, please include in your fee proposal a statement regarding whether you will be paying London Living Wage.