

**TERMS OF REFERENCE (TOR) FOR RESOURCE MOBILIZATION STRATEGY
CONSULTANCY**

1. Introduction

The International Institute for Legislative Affairs (IILA) is a not-for-profit organization that offers technical support to Government Ministries and Agencies, Members of Parliament, Civil Society Organizations (CSOs) and other stakeholders in the legislative process through research, policy and legislative drafting, communication and advocacy and capacity building with the objective of enacting and implementing pro-people policy and legislation.

2. The context of the consultancy and Scope of Assignment

The main objective of this consultancy is to develop a resource mobilization strategy to enhance IILA's resource pool to make IILA relevant to the changing global landscape and opportunities. In a shrinking funding environment, and in an era where organizations are invited to design novel methodologies to active and sustain their resource capability, the International Institute for Legislative Affairs (IILA) seeks to develop a resource mobilization strategy to address the following scenarios and situations.

- a) Identifying potential partners/donors to collaborate/fund either program/project-based activities.
- b) Marketing IILA's work in a manner that invites investment by potential partners or donors.
- c) Skewing IILA's technical expertise in a manner that attracts constructive collaboration with both public and private entities.
- d) Cultivating and building relationships to enhance global and regional partnership in work which is core to IILA.
- e) Employing technological systems to attract funding and contributions from potential partners invested in IILA's work.

To realize these goals, IILA is looking for a consultant(s) to develop the resource mobilization strategy.

3. Expected deliverables

- i. An assessment of the realities of the changing funding/resource availability in Kenya and the world at large.
- ii. Identify novel ways of identifying partners/donors to fund programs or projects for IILA.
- iii. Outline IILA's marketing strategy to attract investment.

- iv. Illustrate how ILLA can position its technical expertise to attract partnerships with private and public entities.
- v. Outline how ILLA can build relationships to tap into regional and global partnerships and resource sharing.
- vi. Assessment of how ILLA can utilize technological systems to attract funding and widen resource cultivation.

4. Expert profile

In order to be selected for this assignment, the Consultant(s) must possess at minimum, the following among other Academic and Professional qualifications:

- i. The Consultant(s) should display expertise in resource mobilization marked by practical successes in this field spanning over five (5) years.
- ii. Further, the Consultant(s) must also display an understanding of the funding environment in Kenya, and Global South in general and how organizations are developing novel and innovative methodologies to address the changes in funding or resource availability.
- iii. Display relevant academic and professional qualifications.

5. Selection criteria

The consultant will submit an Expression of Interest (EOI) to ILLA; including the following:

- ✓ A suitability statement; including commitment to his/her availability for the entire assignment;
- ✓ Updated curriculum vitae that clearly spells out qualifications and experience in relation to this assignment;
- ✓ Contacts of 3 organizations that have recently contracted the consultant to carry out a similar assignment.

6. Supervision

This assignment will involve close engagement with ILLA management under the guidance and supervision of the Chief Executive Officer.

7. Confidentiality of information

All documents and data collected in the process of the consultancy will be treated as confidential and used solely to facilitate the consultancy assignment. All information to which the consultant shall receive access to shall at all times be treated as the property of

ILLA and shall not be disclosed saved for where express permission has been granted as such.

8. Consultancy duration

The Resource Mobilization Strategy Consultancy is expected to be fully completed by 30th August 2024. The consultant will submit a detailed plan of work as part of the EOI and budget by 7th August 2024.

9. Budget and payment

The Consultant will submit a detailed budget in the EOI for consideration by ILLA. The final terms will be stipulated in the consultancy contract.