



1. Background

International Alert is one of the leading peacebuilding organisations, with more than 30 years of experience. We have offices in 14 countries and work in many more across 4 continents. Our peacebuilding work is built on research and conflict analysis that enables us to understand the root causes of violence and long-term solutions to conflict, and to work with our partners to support peaceful change. Key themes of our work include [Climate crisis and natural resource management](#), [Gender and peacebuilding](#) and [Preventing gender-based violence](#), [Peace economies](#), [Preventing violent extremism](#), [Reconciliation and transitional justice](#) and [Security and governance](#).

International Alert had an annual budget of £17.37 million in 2021. We receive unrestricted funding from SIDA, the Irish MFA and the Dutch MFA. A full list of our restricted funding donors can be found in our [annual report and accounts](#).

International Alert's Asia-MENA regional team are seeking to diversify their sources of funding by increasing their funding from medium-large trusts and foundations, since the majority of the team's funding currently comes from institutional donors. To this end, this consultancy will increase our knowledge of, and outreach amongst, trusts and foundations relevant to the region and to the themes on which we work, such as youth, gender, climate and transitional justice.

The consultancy is remote and therefore the location of the consultant is not restricted.

2. Objective of the assignment

The objective of this assignment is to provide accurate and informative research to the Asia-MENA team on relevant medium-large trusts and foundations and how to approach them. This will include a light-touch due diligence format that International Alert will supply.

3. Timing and duration

The consultancy will take place April - June 2023. It is expected to take 15 days.

The precise timing will be discussed and agreed with the Consultant, but we envisage a calendar of work along the following lines:

- Preparation (introduction with team, reading provided documents, etc.): 2 days
- Trusts and Foundation mapping research: 5 days
- Report writing: 2 days
- Addressing report feedback: 1 day
- Developing engagement plans: 5 days

4. Deliverables

- Draft report mapping relevant medium-large trusts and foundations and including key details such as focus, funding rules, contacts and due diligence. The report is not intended as a comprehensive summary of trusts and foundations but a concise



selection of the most relevant organisations, with information tailored to International Alert's needs.

- Final report mapping
- Engagement plans (with contacts list) developed
- Key contacts from engagement plans and report entered into Alert's Bitrix CRM system.
- Regular check-in meetings with Asia-MENA team

The consultant is not expected to conduct direct outreach to foundations or to take a role in production of concept notes or technical documents.

5. Support and resources to be provided by Alert

International Alert will provide an introductory pack of documents that provide:

- background to our work and thematic focuses,
- summaries of the work done in different countries offices,
- a list of current donors and relationships.

Other information can be provided to the consultant if required.

International Alert staff (including senior staff) will also be available to consultant throughout the consultancy for queries regarding existing or previous relationships with trusts and foundations, contacts, focus of work or other relevant points. A Senior Regional Programme Officer will act as focal point for contact with the consultant.

International Alert will provide outreach documents such as annual reports, capacity statements, published research etc, or will work with the consultant to produce documents tailored for outreach to specific trusts and foundations, as necessary.

6. Required skills and experience

We are seeking an external Consultant to develop prospect research and a funding pipeline. The Consultant will be:

- Experienced in trust and foundation fundraising for international NGOs and able to demonstrate success in fundraising from trusts and foundations in previous roles/contracts
- Knowledge of trusts, foundations and wealth management trends in the Asia-MENA region
- Able to demonstrate a wide network of existing contacts with trusts and foundations
- Fluent in English
- An excellent communicator, both on paper and verbally
- Able to plan and adhere to deadlines
- Experienced in fundraising for the Asia-MENA region.

Preferably, s/he will also:

- Have experience of working with peacebuilding organisations
- Working knowledge in another relevant language such as French or Arabic
- Experience working with CRM software (Bitrix)