



Stone Soup

Summer / Fall 2018 Grant Writer Consultant Request for Proposals

Stone Soup Community Center will complete a small capital campaign that will make the outdoor space owned by the 11 year old non-profit more useful to its members and the neighborhood. It will include much needed building repairs to bring safe use and longevity of the greatly loved and heavily used community building at 4 King St, Worcester. We concluded a \$1million capital campaign in 2014 after a fire rebuild and now need to replace the dangerous garage with a safe workspace for Earn-A-Bike, the greenhouse and community garden, make the back yard space welcoming for community events organized by EPOCA and others, do a mural, and paint and fix floors so they last.

Responsibilities

- ⤴ Completion of 5-8 grant proposals, following priorities in the organization's fundraising plan, with support from the Stone Soup Finance Committee.
- ⤴ Identify 2-5 new funding sources that are in alignment with Stone Soup's fundraising plan.

Required skills and experience:

- ⤴ Significant fundraising and grant writing experience
- ⤴ Data research
- ⤴ Able to work in a team
- ⤴ Background in social, economic or environmental justice

Other preferred but not required skills:

- ⤴ Knowledge of the Worcester grants landscape.

Contract position available as soon as June 15th, 2018 with work continuing through November 2018.

Total contract amount: \$3,000 paid in 3 installments: a \$500 retainer, and \$1250 upon completion of half the work and receipt of an invoice, and a \$1250 upon completion of all tasks and receipt of a final invoice.

If interested, please send a sample “community needs” section (up to 3 paragraphs, ok to remove info that would indicate the organization) of a past grant proposal narrative you have written and a short cover letter addressing your time availability and thoughts on proposed the scope of work to: stonesoupworcester@gmail.com with “Grant Consultant” in subject line, and call (508) 335-7783 with questions.