

Fundraising Opportunity Assessment for Clinical Human Factors Group

Request for Proposals

About Clinical Human Factors Group

The Clinical Human Factors Group (CHFG) is a UK charity that works to improve patient safety and healthcare outcomes through the application of human factors principles across health and care systems.

CHFG is seeking proposals from experienced fundraising consultants to undertake an independent fundraising opportunity assessment and provide recommendations on the most effective and sustainable fundraising strategy for the organisation.

Project Aim

The purpose of this project is to identify which fundraising approaches are most suitable for CHFG and where future investment is likely to achieve the greatest impact and return.

We are deliberately seeking independent advice and are open to recommendations across a broad range of fundraising methods rather than pre-determining a specific approach.

Scope of Work

The consultant will be expected to:

- Review CHFG's mission, activities, impact and strategic objectives.
- Assess current fundraising assets, resources and organisational readiness.
- Benchmark CHFG against comparable charities and organisations.
- Evaluate the suitability of potential income streams, including:
 - Corporate partnerships and sponsorship
 - Trusts and foundations
 - Major donors
 - Corporate partnerships

- Regular giving
- Membership models
- Events
- Legacy fundraising
- Other relevant opportunities
- Identify risks, dependencies and resource implications, including Trustee time.
- Recommend a prioritised fundraising approach.

Deliverables

The successful consultant will provide:

1. Fundraising Opportunity Assessment Report.
2. Organisational Fundraising Readiness Review.
3. Prioritised recommendations for future fundraising activity.
4. Indicative three-year fundraising roadmap.
5. Outline income potential, investment needs and expected return for recommended fundraising streams.
6. Presentation of findings and recommendations to trustees.

Budget

As a small charity, we are seeking a proportionate and affordable review. Applicants should propose a fixed fee and clearly set out the scope and deliverables that can be achieved within that fee.

Desired Experience

Applicants should demonstrate:

- Proven charity fundraising experience.
- Experience advising charities on income diversification and fundraising strategy.
- Experience working with small or medium-sized charities.
- Knowledge of UK fundraising regulation and Charity Commission guidance.

- Strong strategic and analytical skills.
- Experience in healthcare, patient safety, professional membership organisations or related sectors would be beneficial.

Proposal Requirements

Please provide:

- Brief overview of relevant experience.
- Examples of similar assignments.
- Proposed approach and methodology.
- Project timescale.
- Fixed fee quotation.
- Details of who will undertake the work.
- Details of requirements from trustees.
- Contact details for two referees.

Indicative Timescale

- Proposal deadline: Friday 30 October 2026
- Consultant appointment: Will be confirmed after submission
- Project completion: Approximately 6-8 weeks from appointment

Submission

Please send proposals and any questions to: **info@chfg.org**