

Terms of reference

1. Title:	Consultant - Institutional funding mapping in Australia and internationally
2. Time Commitment:	The consultancy is expected to take place over 4 weeks. The start date is flexible over February and March 2026 and likely to require approximately 15 – 20 working days. A detailed work plan will be agreed upon at inception.
3. Budget:	The consultancy will be remunerated at an agreed rate upon delivery of satisfactory outputs. Payment will be made in instalments against deliverables.
4. Location:	Remote
5. Reporting To:	Director, Partnerships
6. BACKGROUND - WHO ARE WE?	
<p>International Women's Development Agency (IWDA) is an Australian-based organisation, resourcing diverse women's rights organisations (WROs) primarily in Asia and the Pacific, and contributing to global feminist movements to advance our vision of gender equality for all.</p> <p>VISION: Gender equality for all PURPOSE: To defend and advance the rights of diverse women and girls VALUES: Feminist, Decolonial, Accountable, Collaborative, Transformative</p> <p>Within the ecosystem of women's rights organisations, IWDA is both for and of feminist movements. We resource the work of diverse WROs and enable them to be more effective by providing support that goes beyond money. We are committed to building a resilient and relevant feminist and decolonial organisation, and to becoming an explicitly anti-racist organisation.</p> <p>Anchored by lessons from our 40-year history and guided by fiercely held feminist and decolonial values, our new Strategic Plan 2025 - 2035 lays out IWDA's path towards realising our vision of gender equality for all.</p> <p>IWDA is committed to strengthening its financial sustainability and diversifying funding sources to support its mission of gender equality for all. In Australia and globally there exists a wide range of institutional donors—including government agencies, philanthropic foundations, bilateral programs, and multilateral actors—who provide funding for international development and social justice initiatives.</p> <p>To strategically engage with these institutions, IWDA seeks a consultant to conduct a comprehensive mapping of institutional funding opportunities available to eligible not for profits based in Australia with a focus on partnerships in South East Asia and the Pacific. The mapping will identify potential funders (emerging and existing), their priorities, funding modalities, and entry points relevant to IWDA's work.</p>	

VALUES

Feminist, Accountable, Collaborative, Transformative, Decolonial

7. CONSULTANCY OBJECTIVES

The main objective of this consultancy is to provide an evidence-based mapping and analysis of institutional funding opportunities from regional and global donors to inform IWDA's resource mobilisation strategy.

IWDA currently supports WRO's in South East Asia and the Pacific to promote gender equality. This could be supporting their organisational development in the form of technical accompaniment or support for their core work such as supporting survivors of GBV, behavioural change activities, women's economic empowerment activities, advocacy and campaigning for policy reform, feminist movement building, women and girls leadership and participation and youth-led activism and programming..

Unlike many international NGOs, IWDA is an Australian based organisation and does not have staff or affiliated offices in other countries. IWDA works directly with WROs from Melbourne. IWDA's current institutional income is primarily from Australia's Department for Foreign Affairs (DFAT). With our new strategy being launched we are looking to analyse the potential to invest in diversification efforts.

Specific objectives:

- Identify and profile key institutional donors in Australia (with the exception of DFAT), and globally with an interest in funding women's rights organisations in the Asia and Pacific regions through IWDA as lead partner
- Identify donors with an interest in contemporary/emerging priorities impacting women (women and climate change, youth, Peace and Security, LGBTQI+, disability, and ethnic minority culture rights, etc)
- Profile donors that prioritise untied grants and/or core funding
- Provide recommendations on priority donor targets and strategies for engagement.

8. SCOPE OF WORK

The consultancy will take place in two parts:

Part 1: Initial scoping and mapping (approx 7 days)

1. Conduct a desk review of institutional donors active in Australia and the Asia and Pacific regions and/or funding Australian-based organisations. (IWDA has already completed significant mapping of donors for Asia and Pacific which will be shared.)
2. Identify any emerging donors with an interest in expanding their donor footprint in the Asia and Pacific regions around gender equality programming
3. Identify the top 10-15 institutional donors most aligned with IWDA's strategy and geographical focus for assessment and feedback from IWDA
4. Draft a preliminary report for feedback from IWDA

Part 2: Key donor deep dives (approx 8 days)

With feedback from IWDA to the most aligned donors identified in Part 1, the next phase will identify between 5-7 donors to complete more in-depth scoping including:

- Identifying each donor's priority thematic and geographic focus areas, current and emerging

- Previous grantee funding examples which most align to IWDA's approach
- Available funding mechanisms, eligibility, and application processes
- Timelines for release of grant applications
- Recommendations for practical entry points for donor engagement, partnership-building, and positioning.

Identifying international opportunities to include an analysis of any limitations to the longevity of any bilateral development cooperation, and donor international development policies that favours growth in development programming in Asia and the Pacific.

9. DELIVERABLES TO BE PROVIDED

Deliverable	Timeframe or Dates	Audience
Inception report (including methodology, framework, and proposed donor categories) within 1 week of contract signing.	Up to two days	IWDA consultancy team
Part 1- Draft donor mapping report including donor search results and profiles of top 10 - 15 donors and preliminary recommendations for IWDA's consideration and feedback	Donor mapping: 3 days Report: 2 days	IWDA consultancy team
Final donor mapping report to include outcomes from Parts 1&2 (approx. 25–30 pages) with: <ul style="list-style-type: none"> ○ Executive Summary (2-3 pages) ○ Present findings of Parts 1 &2 in a comprehensive report including narrative analysis of trends, opportunities, and alignment with organisational priorities ○ Top donor deep dives and recommended strategies for engagement with suggested timelines. ○ Complete database of institutional donors with key information (Excel/Google Sheet). 	Donor deep dives: 5 – 6 days Final report: 2 days	IWDA consultancy team + ELT
Presentation of key findings to IWDA Partnership staff and the Funding Forum	1 day	IWDA consultancy team + ELT

10. CONSULTANT PROFILE

The consultant/firm should have:

- Proven expertise in donor mapping, institutional fundraising, or resource mobilisation.
- Knowledge of the relevant Australian and international donor landscape

- Strong research and analytical skills.
- Experience working with non-profits, international development and social justice organisations.
- Excellent written and verbal communication skills.

All IWDA consultants are required to

- Support and demonstrate IWDA's Values and Behavioral Competencies
- Act at all times in accordance with IWDA's Code of Conduct and Policies, including IWDA's Safeguarding Code of Conduct and Policies
- Comply with IWDA's Occupational, Health, Safety & Wellbeing Policy and practices
- Undertake a police check prior to commencement and every two years thereafter.

11. CHILD PROTECTION

If the consultancy will or is likely to result in contact with children, the consultant will be required to provide IWDA with a national police check. In rare instances where this is not possible, the consultant will need to complete and sign a statutory declaration.

12. APPLICATION PROCESS

Interested consultants/firms are invited to submit:

- A brief technical proposal outlining approach and methodology.
- CV(s) of consultant(s) highlighting relevant experience.
- Examples of similar assignments.
- Proposed budget (inclusive of all costs and taxes).

Applications should be submitted to Gemma Porter (gporter@iwda.org.au) by Wednesday 4th February 2026.