



REQUEST FOR PROPOSALS

Strategic planning consultant to expand capacity and scope

Summary of Request

Asian Giving Circle (AGC), an affinity fund at The Chicago Community Trust, is seeking a consultant to assist with a strategic planning process to support AGC's volunteer leadership in expanding AGC's structure and capacity. The consultant would work closely with AGC leadership, members, Trust staff, and other key stakeholders to clarify AGC's mission, goals, and priorities; outline an expanded leadership and governance structure; and develop a marketing and fundraising plan to raise awareness of AGC and increase AGC's donor base within the Chicago region.

Background

Asian Giving Circle was founded in 2002 as a grassroots philanthropic initiative that supports Asian American and Pacific Islander (AAPI)-serving nonprofits in the Chicago region. AGC unites donors committed to the AAPI community by pooling individual financial contributions in order to make a larger collective impact. As one of the nation's oldest AAPI giving circles, AGC has distributed over \$800,000 to more than 60 nonprofit organizations.

For its 20+ years, AGC's grantmaking and outreach work has been performed by a volunteer grantmaking committee, led by two co-chairs. In 2022, AGC received a 3-year grant from The John D. and Catherine T. MacArthur Foundation to support its capacity and operations, along with an increase in staff support through The Chicago Community Trust. This has presented an opportunity for AGC to explore an expanded role for itself in the region's AAPI and philanthropic communities.

In 2024, AGC gathered a group of key supporters and community partners for a strategy session. Several priority strands of work were identified at this meeting, further refined by AGC leadership:

- Fundraising and membership: Increase the financial resources AGC has available for its annual grantmaking and other initiatives.
- Governance, structure, and capacity: Define how AGC operates, including structure, processes, and systems, that formalizes decision making within AGC.
- Learning and partnerships: Develop opportunities (workshops, events, mentorship, sponsorships, etc.) for collaboration with other organizations as an entry point for engagement with AGC.
- Outreach and marketing: Raise awareness of AGC as a collective giving initiative within the Chicago region's AAPI community.

With these priorities identified, AGC is now looking for a consultant to support its volunteer leadership, in partnership with Trust staff, to move these strands of work forward.

Timeline

April 2025 - April 2026 (12 months), with potential for renewal

Deliverables

- Refreshed mission, goals, and priorities for AGC
- Updated operating charter outlining AGC governance structure
- Updated marketing content outlining AGC's history, mission, impact, and ways to get involved
- Initial new member prospect list
- Annual fundraising plan, including member (re-)engagement opportunities, based on historical donor data
- Communications plan, including email, social media, and webpage

Project Budget

\$60,000

Criteria for Evaluation

- Experience working with and knowledge of AAPI communities in the Chicago region, including the AAPI-serving nonprofit landscape
- Strategic planning and facilitation experience, including gathering and synthesizing input from a variety of stakeholders.
- Fundraising experience, including an understanding of the philanthropic landscape of the Chicago region.
- Experience working with and managing volunteers
- Approachability to and willingness to work collaboratively with The Chicago Community Trust

To Apply

Please submit a cover letter sharing your interest in this position, resume, and proposed work plan in response to the RFP via email to AGC@cct.org by **Monday, February 24, 2025**.

Selected proposals may receive a follow-up interview with AGC leadership, to be scheduled in March.

About The Chicago Community Trust

As our region's community foundation, The Chicago Community Trust is a platform for change that connects philanthropy to impact. We bring together generous donors, committed organizations, and caring residents to effect lasting change that moves our entire region forward.

For over 100 years, forward-looking individuals and families have entrusted their philanthropic resources and visions to the Trust's stewardship. Our expertise goes to work helping donors translate their funds and passions into innovative and impactful giving strategies.

Guided by our deep community knowledge, we make grants, lead, convene, and collaborate to address the greatest and most critical needs facing the Chicago region.