

Legal Aid Fundraising Strategy Assessment RFP

Frequently Asked Questions – Responses

The Connecticut Bar Foundation (CBF) accepted questions regarding the Legal Aid Fundraising Strategy Assessment RFP through September 9, 2026. The questions received have been consolidated and summarized below, with similar or related inquiries grouped together for clarity. Responses are provided to ensure that all prospective applicants have access to the same information regarding the RFP and selection process.

CBF's Role and Objectives

1. Has CBF already determined whether it is interested in directly fundraising for legal aid, serving as a capacity-building or support organization for legal aid providers, or pursuing another role? Has CBF previously considered or ruled out particular models?

CBF has not predetermined a preferred model. The purpose of this engagement is to objectively assess the available options and provide recommendations regarding what role, if any, CBF should play in supporting fundraising efforts that benefit legal aid organizations. CBF is open to consideration of a range of models, with particular attention to approaches that complement rather than adversely affect existing sources of support for Connecticut's legal services community

2. What does CBF envision as the primary final deliverable for the engagement? For example, does CBF anticipate Board-level recommendations, a decision-making framework, an implementation roadmap, or some combination?

CBF is seeking actionable, Board-level recommendations that will enable CBF leadership and the Board to make informed decisions and, where appropriate, move toward implementation. The RFP identifies anticipated deliverables, including findings, strategic recommendations, implementation considerations, and presentations to the Committee and Board.

Existing Research and CBF Resources

3. What existing research, data, strategic planning materials, or other information will CBF make available to the selected consultant?

CBF expects to make relevant existing materials available to the selected consultant, including prior work related to this initiative, CBF strategic planning materials, and other available information relevant to the assessment. CBF will work with the selected consultant to identify additional materials that may be useful as the engagement proceeds.

4. What information can CBF provide about its current fundraising capacity and infrastructure, including staffing, donor records, database systems, and existing fundraising messaging or case for support?

CBF will provide the selected consultant with reasonable access to information regarding its existing organizational capacity, resources, and infrastructure that is relevant to the scope of the engagement. The consultant should expect to assess CBF's current capacity as part of developing recommendations regarding potential future approaches.

Fundraising Landscape and Comparative Analysis

5. What is the intended geographic scope of the fundraising landscape assessment? Should the analysis focus primarily on Connecticut, or should it consider the broader national fundraising landscape?

The primary focus of the fundraising landscape assessment should be Connecticut. CBF also expects the consultant to consider relevant regional and national trends where they provide useful context for understanding Connecticut's fundraising environment and opportunities.

6. Does CBF have specific peer states, organizations, or fundraising models in mind for the comparative analysis, or should the consultant identify appropriate comparators?

CBF expects consultants to use their experience and judgment to identify appropriate peer states, organizations, and models for comparison. CBF welcomes recommendations regarding the comparators that will provide the most useful information for this assessment. CBF has done some research in this area and can provide the selected consultant with those findings.

Stakeholder Engagement and Research

7. What level of stakeholder engagement should applicants anticipate? Will CBF facilitate outreach to Board members, grantees, legal aid organizations, members of the legal community, donors, and other stakeholders?

Stakeholder engagement is expected to be an important component of the assessment. CBF can assist with outreach and introductions to CBF leadership, Board members, grantees, legal aid organizations, members of the legal community, and other stakeholders within its existing networks. Applicants may propose an appropriate level and method of stakeholder engagement based on their proposed approach.

8. For the donor perception and messaging analysis, does CBF expect the consultant to conduct primary research, such as interviews or surveys, or may the consultant propose an appropriate research methodology?

CBF is open to different methodologies for assessing donor perceptions and messaging. Applicants should propose an approach that they believe will produce meaningful and reliable information while remaining practical and cost-effective within the overall scope of the engagement.

9. What role will CBF leadership and the Board play in the engagement? Is there an identified staff or Board lead for the project?

CBF leadership and Board representatives will participate in the engagement and provide appropriate oversight and input throughout the project. The selected consultant will work with designated CBF representatives, with opportunities for engagement with additional leadership and Board members as appropriate. The final recommendations will be presented to CBF leadership and the Board.

Engagement Timeline, Budget, and Logistics

10. What is the anticipated start date and duration of the engagement, and does CBF anticipate that the work will be conducted remotely, onsite, or through a hybrid approach?

CBF anticipates an engagement of approximately four to six months. CBF is open to reasonable approaches regarding remote and in-person work, and applicants may propose a structure that best supports their methodology and the needs of the engagement.

11. Has CBF established a budget or budget range for this engagement?

CBF has not established a public budget range for the engagement. Applicants should propose a budget appropriate to their recommended methodology, scope, and level of effort. Cost effectiveness will be considered as part of the proposal evaluation.

Consultant Selection

12. Who will participate in the consultant selection process, and should applicants anticipate an interview or presentation in addition to the written proposal?

Proposals will be reviewed by designated representatives of CBF. CBF anticipates that selected applicants may be invited to participate in an interview or discussion as part of the selection process. CBF may also request additional information as necessary to complete its evaluation.

13. Are there particular qualifications, experience, or expertise that CBF considers especially important for the consultant or consulting team?

CBF is seeking relevant experience in nonprofit fundraising strategy, philanthropic research, strategic planning, feasibility assessment, and legal aid or access-to-justice initiatives. CBF will consider the consultant's overall experience, proposed methodology, subject matter expertise, team qualifications, cost effectiveness, and references in evaluating proposals. Experience with the CT fundraising landscape, in particular, would be preferred.