CHILDREN'S COMMUNITY NETWORK (CCN)
REQUEST FOR TENDER
GRANT RESEARCH, FUNDING DEVELOPMENT & PROPOSAL WRITING

CONTRACT TERM: November 15, 2026, to March 31, 2027

PRIMARY LOCATION: Sudbury, Ontario
Service area Sudbury- Manitoulin, Parry-Sound to Sault Ste Marie

OPPORTUNITY:
CCN invites proposals from an experienced grant researcher, funding consultant, or consulting firm to provide proactive grant research, funding proposal development and grant-writing services. Our organization is a non-profit, charitable organization that services children, youth and their families in Northern Ontario with a service area extending from Parry Sound to Sault Ste Marie.

SCOPE OF WORK:
Grant research: Research and identify provincial, federal, municipal, foundation, community and corporate funding opportunities that align with CCN's programs, goals and strategic priorities.

Develop In-house fundraising and donation capabilities:
Research, recommend and implement an in-house fundraising platform to allow the organization to maximize its fund-raising capabilities and optimize its registered charity status.

Ministry priorities: Research and identify funding opportunities available through the Ministry of Children, Community and Social Services, the Ministry of Health, the Ministry of Education, including relevant agency and cross-ministry initiatives.

Northern Ontario focus:
Identify opportunities that recognize rural/remote service delivery, Northern Ontario communities, regional service gaps, children/youth, accessibility, inclusion, innovation and partnerships.

Opportunity assessment:
Provide a funding calendar and brief assessments covering eligibility, deadline, potential value, organization fit, partners required if applicable and recommended next steps.

Proposal writing:
Develop letters of intent, expressions of interest, grant applications, outcomes, work plans, budgets, evaluation plan, sustainability plans and supporting material.

Project deliverables:
Provide a summary of opportunities identified, applications submitted or in progress, outcomes known and recommended funding priorities after March 31, 2027.

PREFERRED QUALIFICATIONS:
Demonstrated success in non-profit grant writing and government funding applications; experience with Ontario ministries (particularly MCCSS, Health and Education; knowledge of Northern Ontario, rural or remote service delivery; strong research, writing and deadline management skills; and the ability to work collaboratively with CCN leadership and program staff.

PROPOSAL SUBMISSION:
Please include the following:

1. Individual/Company profile;
2. Relevant experience with examples;
3. Proposed approach and work plan for November 15, 2026 to March 31, 2027;
4. Two references;
5. Pricing, including hourly rates and any anticipated expenses.

SUBMISSION DETAILS:
Deadline: October 30, 2026 at 4:30 pm
Email: mhowe@ccnsudbury.on.ca
Contact: Mary-Katherine Howe, Executive Director
Questions: ndupras@ccnsudbury.on.ca / 705-566-3416 ext. 2216