

# Leza Milligan

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An independent fundraising consultant with over fourteen years' experience in securing funding from trusts & foundations, statutory & institutional donors, corporate sources & high net worth individuals

## Fundraising Consultant

[LM Consulting](#)

April 2016 to present

I provide a range of expert services including but not limited to:

- Developing a fundraising strategy and target driven action plan
- Coaching and mentoring support for grant writing and budgeting
- Drafting project proposals, log frames, reports and donor communication materials
- Creating grant monitoring database and reporting tools and templates
- Establishing an individual giving programme for both low value and high net worth individuals
- US fundraising possibilities, including fiscal sponsorship options
- Expert advice and insight into donor giving trends and expectations
- Prospect research

## Head of Fundraising

[Reprive](#)

2012 – 2016

As a member of Reprive's Senior Management team, I directed all fundraising activities consistently growing income & exceeding annual targets

### Responsibilities

- Devised & delivered a fundraising strategy to grow income, diversify income sources & increase the ratio of unrestricted to restricted funding. From 2013 - 2016, I grew overall income by approximately 9% annually, increased Reprive's portfolio of high net worth individuals by 40% & grew corporate income by 25%
- Directly managed & expanded Reprive's grant portfolio. Drafted high quality proposals, log-frames, budgets, narrative & financial reports for the European Commission, FCO, Open Society Foundation, Oak Foundation, Ford Foundation, Netherlands Foreign Ministry etc
- Organised more than 30 fundraising events targeting high net worth individuals & corporate supporters from intimate drinks parties to annual gala dinners
- Expanded our unrestricted individual giving programme from approximately 6,000 supporters in 2012 to 70,000 supporters by 2016
- Recruited, supported & led a team of four fundraisers to exceed annual fundraising targets

## Planning and Reporting Officer

Office of the Chief Executive

[British Red Cross](#)

2011 - 2012

### Responsibilities

- Analysed field operations report and drafted monthly overviews for senior management, Chief Executive & institutional donors
- Drafted speeches for BRC Chief Executive Sir Nick Young to deliver to Board of Trustees & staff
- Coordinated BRC annual planning & budgeting process, involving stakeholders from 21 field offices, 4 territories, 6 operational & support divisions & turnover c.£200 million per annum.
- Produced BRC 2012 organisational plan, log frame & budget with key performance indicators & benchmarks in line with BRC strategic plan 2010 – 2014
- Provided technical assistance & coaching to BRC reporting leads at divisional & field levels on proposal drafting & development, programme monitoring & evaluation techniques.
- Worked with finance, risk management & quality assurance teams to design & revise templates, tools and guidance for programme planning & reporting

## Director

Events & Catering Company

2009 - 2011

### Responsibilities

- Planned and executed more than 100 events throughout the South East
- Established operational tools & procedures to support business development: financial management (budgeting, cash flow & tax reporting), staffing & operational growth strategies

**Europe Programmes Manager**[Westminster Foundation for Democracy](#)

2007 - 2008

**Responsibilities**

- Managed WFD European Grants Portfolio. Oversaw administration of 32 grants to NGOs in Balkans, Belarus & Ukraine. Conducted monitoring visits, ensured grant compliance & financial oversight prior to contract closeout
- Designed & secured funding to implement a multi-year country programme to enhance the democratic functioning of the Macedonian Parliament in close cooperation with Westminster MPs, UK National Audit Office & Thomson Reuters Foundation
- Drafted programme monitoring & reporting activity plans to ensure accurate & timely narrative & financial reporting in line with donor contractual obligations

**Acting Head of Extra-budgetary Project Co-ordination Unit**[OSCE Mission to Kosovo](#)

2006-2007

**Responsibilities**

- Managed OSCE extra-budgetary grant income worth approx. €3.5million annually
- Developed positive funding relationships with international donors (EAR, UN Agencies, Worldbank, DFID, SIDA, Open Society, French, German & Dutch Foreign Ministries)
- Co-authored an OMIK programme & project management handbook providing guidance, tools & templates for proposal development & project reporting
- Provided training to Mission staff in eight field offices throughout Kosovo & Macedonia on use of tools for a results based approach to project management cycle
- Line-managed three staff members, setting team objectives & completing staff appraisals. Provided mentoring assistance to support staff member professional development

**Extra-budgetary Grants Officer**[OSCE Mission to Kosovo](#)

2005 - 2006

**Responsibilities**

- Provided coaching & mentoring guidance to more than 30 colleagues throughout the Mission to improve the quality of grant management, proposal drafting, narrative & financial. Maintained overview of a complex reporting schedule, including submission timings & specific templates to be used to fulfil internal & external reporting requirements
- Created an online project planning, tracking & reporting system to ensure more efficient & timely monitoring & reporting on mission-wide grant management, project expenditure, implementation & evaluation
- reporting

**Programme Officer**[European Centre for Minority Issues](#)

2004 - 2005

**Responsibilities**

- Responsible for donor reporting, grant management & financial administration of ECMI country programmes in Macedonia, Kosovo, Serbia & Montenegro. Close operational contacts with SIDA, Development Corporation Ireland, Norwegian & Danish Foreign Ministries

**Traineeships/Consultancies**

- Grant Writer [International Organisation for Migration Skopje](#) Macedonia 2004
- Project Assistant [OSCE Mission to Skopje](#) Macedonia 2003
- Trainee Desk Officer [European Commission Humanitarian Aid Office](#) Brussels 2003

**Education**

MA in Comparative Ethnic Conflict (Merit)	School of Politics, Queens University	2001-2002
BA Hons in English & History (First Class)	National University of Ireland, Galway	1997-2001
Academic year in residence	Boston College, Massachusetts	1999-2000

**References**

References are available on request.