



Request For Proposal

FUNDRAISING SPECIALIST/CONSULTANT FOCUSED ON NEW YORK CITY
LOS ANGELES CLEANTECH INCUBATOR
PROPOSALS DUE BY: AUGUST 31, 2025, at 5:00 PM PST

RFP Timeline

- RFP Release – MM/DD/YYYY, XX:XX am/pm PST
- Deadline for submissions: 08/31/25, 5:00 pm PST. Proposals should be submitted to jillian@laincubator.org
- Review schedule: 09/02/2025 - 09/12/2025
- Announce selected vendor: 09/15/2025
- Appeal Period: 09/22/2025, 5:00 pm PST

Project Overview

Through this Request for Proposals (RFP), the Los Angeles Cleantech Incubator (LACI) seeks bidders to provide the services and specifications as outlined below for a Fundraising Strategist/Consultant. The Fundraising Consultant will work with LACI senior management and potentially board members to build a fundraising pipeline in the New York City metro area through two phases:

- Phase I (September-October, 2025): 1.5-hour in-person NY Kick-Off Meeting, Week of 09/17/2025 - 09/24/2025; Create a landscape analysis
- Phase II (November 2025-March 2026): Fundraising strategy and execution.

LACI is seeking a fundraising strategist with deep knowledge of the public and private sectors and the political landscape across the New York City metro area. The ideal consultant will bring extensive experience with sophisticated corporate and private foundations, philanthropies, and high net worth individuals who understand the critical need to accelerate cleantech solutions to solve climate change across grants and program-related investment (PRI).

The successful bidder must demonstrate a proven track record for raising seven-figure gifts in the New York City metro area from individual, foundation, and corporate donors. There is a strong preference for a senior-level executive who can demonstrate consultation, employment, and/or other engagements within the past five years in line with LACI's multi-sector approach. The successful bidder must have the ability to work independently, excellent written and verbal communications, and a strong 'outcomes orientation' that gets results.

LACI Background

The Los Angeles Cleantech Incubator is focused on clean energy, zero-emissions transportation, and sustainable cities. Our mission is to create an inclusive green economy by unlocking innovation, transforming markets, and enhancing communities. With a unique, integrated approach, LACI is working

to reduce greenhouse gas emissions, improve air quality, create jobs, and generate local economic impact. A 501(c)(3) nonprofit, LACI serves entrepreneurs, students, and job seekers around the world – historically in the greater Los Angeles County and Southern California region, with a focus on sustainable solutions for underserved communities and underrepresented populations. To learn more about LACI’s mission, impact, and initiatives, visit our website at www.laci.org.

LACI NATIONAL PROGRAMS

LACI plays a national role in the innovation ecosystem via three interlinked initiatives:

- City Climate Innovation Challenge
- National Clean Energy Incubator Coalition,
- LACI Cleantech Debt Fund.

The [City Climate Innovation Challenge](#) is a landmark program to help cities across the country incorporate and scale innovation to achieve climate goals related to specific priority topics.

In September 2022, at the Clinton Global Initiative annual meeting in New York City, LACI announced its Commitment to Action to create the first manifestation of our City Climate Innovation Challenge via a nationwide Zero Emissions Delivery Challenge. This first Challenge is spurring the move to zero emissions delivery by seeking and deploying technology and policy innovations among a national multi-city cohort that is committed to advancing transformative climate solutions.

The cities in the inaugural cohort are: New York City, NY; Los Angeles, CA; Louisville, KY; Miami-Dade County, FL; Oakland, CA; Pittsburgh, PA; Portland, OR; Santa Monica, CA; and Washington D.C. The cities’ combined metropolitan populations represent 55 million people—one in every six Americans—representing a bold market signal for zero-emissions delivery.

The [National Clean Energy Incubator Coalition](#) (NCCEI) is led by LACI to advocate for increased federal funding for incubation organizations. The NCCEI represents some of the most innovative clean technology incubators in the U.S., promoting robust growth of regional energy innovation ecosystems across the nation by providing support for startups and entrepreneurs whose businesses focus on clean energy-related technologies. NCCEI has hosted nearly two dozen roundtables and two national advocacy events with federal policymakers in Washington, D.C. Two NYC cleantech incubators are participating members of NCCEI: NYU’s Urban Future Lab and The Clean Fight from New Energy Nexus.

The [LACI Cleantech Debt Fund](#) is the nation’s first early-stage cleantech startup debt fund. The \$6 million fund provides loans of \$25,000 to \$500,000, providing a non-dilutive alternative to venture capital for companies that need financing to support their first customer orders or working capital to scale their businesses. LACI endeavors to help underrepresented founders—in particular, female, Black, and Brown founders—overcome some of the institutional and historical barriers they face in accessing capital to grow their businesses. Unlike most traditional bank loans, the LACI Cleantech Debt Fund does not require founders’ personal collateral or their personal credit scores in underwriting. Eligible startups are sourced from qualified partners of LACI, including The Clean Fight in New York.

LACI IN NEW YORK CITY

In May 2025, the New York City Economic Development Corporation (NYCEDC) announced the appointment of a consortium led by LACI and the Cambridge Innovation Center (CIC) to design and operate “BATWorks,” a cutting-edge climate innovation hub at the Brooklyn Army Terminal (BAT) in Sunset Park. NYCEDC will provide \$100M to renovate the BAT to provide startups with space for product research and development, as well as offer workforce training and job placement programming to New Yorkers. LACI will advise on climate programming and lead the “Pilots at BAT”, where emerging climate technology companies can test their products in a live built environment, as well as pilots linked to the City Climate Innovation Challenge.

With the selection of LACI, NYC and LA will strengthen the relationship between the nation’s two largest cities on climate innovation and help grow the climate technology landscape—ultimately driving investment, jobs, commercialization, and equitable economic opportunity in both cities. CIC—a global leader in building and operating innovation campuses—will design work and laboratory spaces as well as light-touch programming to support innovation and attract start-ups. The awarded consortium also includes The City University of New York (CUNY), New York University (NYU), and Perkins and Will.

LACI is preparing a fundraising plan to support the long-term success of its programs at BATWorks, including our ability to support national programs such as the City Climate Innovation Challenge, the Debt Fund, and the Coalition.

LACI is aiming to engage foundations, philanthropy, financial institutions, and high net worth individuals in New York City in order to provide critical support to the organization’s work at BATWorks and LACI’s national programs with an aim over the long-term of raising:

- At least \$3M per year (with a target of least \$1.5M in annual support secured by the end of 2026) to support general operations, pilots, startup incubation, and workforce development at BATWorks,
- \$3M per year for the City Climate Innovation Challenge
- \$15M across a 5-year fund life to support the LACI Debt Fund
- \$500K per year for NCCEI

Scope of Work

Work is slated to start in September 2025 with the potential to run through Q1 2026, including a 1.5-hour in-person NY Kick-Off Meeting, Week of 09/17/2025 - 09/24/2025

Phase 1: Landscape Analysis* (September - October 2025)

- Identify and provide full contact information for 70 vetted, high-potential donors (across foundations, financial institutions, philanthropy, and HNWI) new-to-LACI in the New York City metro area

- Generate an overview of historic climate funding across the 70 donors
- Create segmentation for donor archetypes
- Prioritize an approach for a selected subset of the targets in the landscape analysis, and build a bottom-up target for each funder
- Analysis should include a breakdown of priority focus areas for each funder by general operating support (GOS) and LACI specific programs

Phase 2: Fundraising Strategy and Execution* (November 2025 - March 2026)

Target Outreach and Message Refinement

- Outreach to the selected subset of targets to secure initial meetings for LACI senior management
- Expectation to attend meetings to support and facilitate as requested
- Meeting preparation, including bios and alignment on strategy pitches curated for the prospect
- Co-create pitch decks for prospective donors
- Develop messaging campaigns in consultation with senior management, targeting high-net-worth and foundation donors

Support Donor Cultivation

- Expectation to attend meetings to support and facilitate as requested
- Meet with donors and prospects 10 times per month to solicit donations
- Support donor cultivation events as requested, including but not limited to guest list generation, outreach, during and post-event cultivation
- Coordinate close from pitch to commitment of funding

* Phase 1 can be completed earlier and may be more amenable to a fixed rate billing approach. Phase 2 may be more variable in billing approach and may develop into a longer-term consultant relationship.

Detailed Scope Of Work: Phase 1

1. Landscape analysis

Provide an overview of 70 new potential donor targets in the New York City metro area who have the highest likelihood of supporting both LACI efforts at BATWorks as well as national programs such as the City Climate Innovation Challenge and the Debt Fund. This high likelihood should be based on past gifts and/or the stated mission of the donor and alignment with BATWorks.

2. Develop a campaign plan

The plan will detail the work and campaign structure needed to secure foundation, philanthropy, and HNWI prospects. The plan will include timetables and campaign-related marketing and publicity plans.

Detailed Scope Of Work: Phase 2

3. Conduct prospect identification and review sessions
Identify donor prospects and determine appropriate asking strategies and donation amounts.
4. Design prospect cultivation programs, including events
Prospects are to be engaged in and involved with LACI so that they develop a sense of “ownership” of our mission, including events hosted on site at BATWorks.
5. Develop membership gift levels for major donors
Incorporate benefits and privileges to donors for corresponding contributions. Those giving benchmarks will also relate to specific LACI programs and services made possible by donors’ support.
6. Produce and “package” LACI programs and services
Help to identify the most likely prospects for those underwriting and sponsorship opportunities based on past experience, prospect contribution guidelines, and the degree to which recognition and credit for support is desired. Assist in the development of full proposals for funding to the appropriate prospects.
7. Assist in preparing planning, organizational, and marketing documents
These include a fundraising budget, a case for support, funding proposals, letters, and newsletters. They are all required for the successful implementation of any fundraising program.
8. Provide ongoing counsel and direction
Full and involved hands-on management of the campaign.

Submission Requirements

In order for LACI to conduct the most efficient proposal evaluation, bidders are required to include the following information in their proposals as described below:

1. Contact Information – A description of the bidder and detailed contact information.
2. Price Schedule – A description of billable hours, pricing structures if applicable.
3. Capability Statement – A detailed response to the service/specifications requested, including whether pursuing phase 1 only, phase 2 only, or both.
4. Bidder’s References – A list of references with detailed contact information (3 minimum).

Appeal Process

Organizations not selected through this RFP can file a formal appeal with LACI. The appeal period begins immediately following the selection announcement and ends on **MM/DD/YYYY at 5:00 p.m. PST**. Appeals will only be accepted in writing and may be submitted either electronically by email to

legal@laincubator.org or via hard copy to the LACI office at 525 S. Hewitt St. Los Angeles, CA 90013. An internal review will be conducted by LACI Legal Counsel, and then if necessary the EVP of Finance and Operations may be consulted for further review. Appeals are most likely to be successful when they are based on technical errors on LACI's part that may have affected our decision.

When appealing an RFP decision applicants should submit the following:

- Organization Name
- Name of the proposal being appealed
- The reason for the appeal: applicants should describe the reason(s) they feel a new decision is warranted.

The following items represent insufficient grounds for an appeal:

- Inaccurate observations made by evaluators, as shown in their comments
- Variations in individual evaluator's scores
- Impact on the program, agency, or population served (these considerations will be taken into account during the RFP review process)
- Past history of being a LACI vendor