**ANNEX 1 – LETTER OF EXPRESSION OF INTEREST**

To**:**

United Nations Population Fund (UNFPA)  
14-20 Port Royal Street

Kingston

Jamaica

Dear Sir/Madam,

We, the undersigned, would like to express our organization’s interest in participation in pre-selection in Spotlight Initiative to accelerate efforts towards elimination of violence against women and girls with focus on Intimate Partner Violence and Domestic Violence in Jamaica.

We are hereby submitting our Expression of Interest containing the following documents:

1. Application Form of Expression of Interest;
2. Evidence of established management structure (i.e. organogram/ organizational structure);
3. Copy of valid legal registration in the country;
4. Proof of the existence of the bank account
5. Other relevant documents.

We understand that this expression of interest does not entail any commitment on the part of UNFPA or other UN agencies.

We also understand that only shortlisted CSOs will be contacted to prepare a technical and financial proposal

Yours faithfully,

Authorized Signatory:

Name and Title of Signatory:

Name of CSO:

Address: