



Spotlight Initiative
Supporting women and girls

Initiated by the European Union and the United Nations:



QUESTIONS AND ANSWERS FOR “JOINT CALL FOR EXPRESSION OF INTEREST

The Spotlight Initiative in Jamaica (Phase I)

The objective of this document is to address frequently asked questions from Civil Society Organizations aiming to submit an **Expression of Interest for CSOs to implement project activities for the Spotlight Initiative in Jamaica.**

The questions and answers below are non-exhaustive. Additional questions can be sent to [< sroprocurement@unfpa.org >](mailto:sroprocurement@unfpa.org).

QUESTION	ANSWER
1. Submitting an expression of interest will ensure that my organization receives funds?	1. No. The expression of interest is only the first step among other processes of selecting your CSO as an implementing partner of the Spotlight Initiative in Jamaica. A more detailed selection process of implementing partners will take place further in the process.
2. My organization is not present in the Spotlight Initiative target parishes or does not have previous work experience in these provinces. Can I still apply?	2. Yes. Even if the organization’s presence in the focus parishes is an advantage, the aim of the Spotlight Initiative is to generate sustainable changes in the lives of women and girls, so empowering local actors is a priority for this initiative.
3. My organization is based in a neighboring country and has experience in the thematic areas covered by the Call. Can I apply to this Expression of Interest?	3. No. the Spotlight Initiative aims at building the capacities of national and local actors. This Call is therefore specific for Jamaica organizations and international organizations registered to operate at the local and national level in Jamaica.
4. My organization has experience in only one of the areas mentioned in the Call, will my application be considered?	4. Yes. The Spotlight Initiative seeks to build a comprehensive list of partners that can implement activities covering the various thematic areas in the target provinces of the country. If you have proven experience in at least one of the areas mentioned (gender based violence, prevention, mitigation and =response of violence against women and girls, capacity building, human rights, access to justice, security, sexual and reproductive health and rights/adolescent sexual



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	<p>reproductive health, legal reform, strong understanding of gender equality and women empowerment principles, advocacy and community mobilization and engagement for social norms change), you are encouraged to submit your expression of interest.</p>
<p>5. What kind of supporting documentation is the Spotlight Initiative expecting as Evidence of previous experience working on the thematic areas?</p>	<p>5. In order to certify your thematic experience in previous interventions, documents such as past contracts, donor reports are desirable but not mandatory. Other documents such as visibility and communication materials, media reportage could be useful too.</p>
<p>6. I do not have my organization's Certificate of registration. Can I still apply?</p>	<p>6. No. The Spotlight Initiative requires this document in order to certify the legal existence of your organization.</p> <p>We strongly recommend attaching this document as part of your application.</p>
<p>7. My organization does not have a bank account. We use the bank account of one individual. Will this be accepted as supporting documentation?</p>	<p>7. No. The Spotlight Initiative will only work with organizations that have a bank account.</p> <p>We strongly recommend attaching a proof of the existing bank account with your application.</p>
<p>8. My organization is a private (for profit) company implementing Spotlight-related activities in the geographical focus area (s). Can I apply?</p>	<p>8. No. The Spotlight Initiative will only work with not-for profit organizations.</p>
<p>9. My organization is a regional or international NGO. Are we eligible for the Spotlight Initiative funds?</p>	<p>9. Yes. You can submit your expression of interest which includes a detailed explanation of your experience in the geographical and thematic areas. In addition, an explanation of your work empowering local partners (including CBOs) in substantive and operational areas is necessary.</p> <p>The Spotlight Initiative aims at building the capacities of local partners, so regional or international NGOs will be only considered if it has a local development and empowerment approach.</p>
<p>10. My organization was created less than 3 months ago. Can I submit an expression of interest?</p>	<p>10. No. The Spotlight Initiative aims at working with national and local organizations that have proven experience in the area of operations,</p>



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	<p>as with a strong track record in the thematic areas.</p> <p>We recommend that you contact organizations based in the focus states and aim to create a consortium with them.</p>
<p>11. My organization has proven experience in implementing activities in different outcomes and activities. Should I send a different expression of interest per outcome and or activity?</p>	<p>11. No. Your organization should submit one expression of interest only. In the expression of interest, you can clearly point out your experience and ability to deliver in the various outcomes, listing all the activities of interest in the appropriate line in the application form.</p>
<p>12. What is the deadline for the submission of expressions of interest?</p>	<p>12. The Spotlight Initiative has established 18th of November 2020 11.59 PM as deadline for the submission of expressions of interest.</p> <p>No more applications will be received after the deadline.</p>
<p>13. How can I get more information about this Call for Proposals?</p>	<p>13. You can also address questions to the Spotlight Team</p> <p><srocprocurement@unfpa.org></p>
<p>14. How would I know if my organization was selected to be part of the Spotlight Initiative's implementing partners?</p>	<p>14. You will be contacted if you are successful in the initial evaluation of eligibility and technical expertise.</p> <p>This process will take from two to seven days after your submission.</p>
<p>15. My organization does not have all the supporting documentation but works with local communities in the thematic areas. Can we apply?</p>	<p>15. The Spotlight Initiative aims at transforming the lives of women and girls and protecting them from violence. If your organization is working at the local level, we recommend that you get in touch with larger organizations operating in your area.</p> <p>The Spotlight Initiative will give preference to organizations that are working jointly with local and community-based organizations.</p>
<p>16. My CSO has never worked for any UN Entity, are we qualified to apply for the expression of interest?</p>	<p>15. Yes. The Spotlight Initiative is encouraging all CSOs with technical capacity to apply, regardless of whether you have previous experience working with a UN Entity.</p>
<p>16. Do we have to present a technical proposal</p>	<p>16. At this stage you only need to fill and submit the application form for expression of interest and the requested documents.</p>



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Only shortlisted CSOs will be contacted and requested to prepare a technical proposal.

