



**Spotlight Initiative**  
To eliminate violence against women and girls

Initiated by the European Union and the United Nations:



## Questions and Answers (Q/A) for “Expression of Interest for Civil Society Organizations (CSOs) to implement project activities for the Spotlight Initiative in Nigeria”

### PURPOSE

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 Nigeria**.

The questions and answers below are non-exhaustive. Additional questions can be sent to [cs0.ng@undp.org](mailto:cs0.ng@undp.org)

### Questions and Answers

Question	Answer
<b>1. Submitting an expression of interest will ensure that my organization receives funds?</b>	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 Nigeria. A more detailed selection process of implementing partners will take place further in the process.
<b>2. If I do not submit an expression of interest, my organization will still be able to receive funds from the Spotlight Initiative?</b>	2. No. The Spotlight Initiative will choose the implementing partners from the list of organizations that submit an expression of interest and is later scaled through the other processes. The organizations that do not will not be considered as potential implementing partners for the first phase of the programme.  We therefore strongly encourage your organization to submit an expression of interest.
<b>3. My organization is not present in the Spotlight Initiative states (Lagos, Sokoto, FCT, Ebonyi, Adamawa and Cross River) or has previous work experience in the states covered by the Call of Proposals. Can I still apply?</b>	3. Yes, however, each organization applying must have a strong programmatic presence in the focus states. 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.
<b>4. My organization is based in a neighboring country and has experience in the thematic areas covered by the Call. Can I apply to this Call for Proposals?</b>	4. No. the Spotlight Initiative aims at building the capacities of national and local actors. This Call is therefore specific for Nigerian organizations and international organizations registered to operate at the local and national level in Nigeria.
<b>5. My organization has experience in only one of the thematic areas mentioned in the Call for Proposals, will my application be considered?</b>	5. Yes, the Spotlight Initiative seeks to build a comprehensive list of partners that can implement activities covering the various thematic areas in the focus



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	<p>states of the country (Lagos, Sokoto, FCT, Ebonyi, Adamawa and Cross River).</p> <p>If you have proven experience in at least one of the thematic areas (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 Reproductive Health, addressing Female Genital Mutilation, addressing child marriage, legal reform, strong understanding of gender equality and women empowerment principles, Family Life HIV Education (FLHE), Advocacy and Community mobilization and engagement for social norms change), you are encouraged to submit your expression of interest.</p>
<p><b>6. What kind of supporting documentation is the Spotlight Initiative expecting as “Evidence of previous interventions”?</b></p>	<p>6. In order to certify your thematic experience in previous interventions, documents such as past contracts, donor reports are required. Other documents such as visibility and communication materials, media reportage could be useful too.</p>
<p><b>7. I do not have my organization’s Certificate of registration with the Corporate Affairs Commission. Can I still apply?</b></p>	<p>7. No, the Spotlight Initiative requires this document in order to certify the legal existence of your organization. In exceptional cases (for grassroots organizations with a strong justification, a registration with your state or LGA could potentially be accepted in lieu of a CAC registration).</p> <p>We strongly recommend attaching this document as part of your application.</p>
<p><b>8. My organization does not have a bank account. We use the bank account of one individual. Will this be accepted as supporting documentation?</b></p>	<p>8. No, the Spotlight Initiative will only work with organizations that have a bank account.</p>
<p><b>9. My organization is a private (for profit) company implementing Spotlight-related activities in the geographical focus area (s). Can I apply?</b></p>	<p>9. No, the Spotlight Initiative will only work with not-for profit organizations.</p>
<p><b>10. My organization is a regional or international NGO. Are we eligible for the Spotlight Initiative funds?</b></p>	<p>10. 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</p>



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	only considered if it has a local development and empowerment approach.
<b>11. My organization was created less than 3 months ago. Can I submit an expression of interest?</b>	<p>11. No, the Spotlight Initiative aims at working with national and local organizations that have proven experience in the area of operations, 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>
<b>12. My organization has proven experience in implementing activities in different outcomes. Should I send a different expression of interest per outcome?</b>	<p>12. No, your organization should submit one expression of interest only. In the expression of interest, you can clearly point out, through the capacity statement, your experience and ability to deliver in the various outcomes. This would also need to be certified by supporting documentation.</p>
<b>13. What is the deadline for the submission of expressions of interest?</b>	<p>13. The Spotlight Initiative has established June 3 at 23:55pm as deadline for the submission of expressions of interest.</p> <p>No more applications will be received after the deadline.</p>
<b>14. How can I get more information about this Call for Proposals?</b>	<p>14. The Spotlight Initiative team will organize a Facebook live event in the week of May 27-31. Please check the UN Nigeria Facebook Site for more information.</p> <p>You can also address questions to the Spotlight Team in this e-mail: <a href="mailto:csong@undp.org">csong@undp.org</a></p>
<b>15. How would I know if my organization was selected to be part of the Spotlight Initiative’s implementing partners?</b>	<p>15. The Spotlight Initiative team will publish a list of the selected organizations in the UN Agencies in Nigeria websites and will directly contact the selected organizations.</p> <p>This process will take several weeks, so please regularly check these websites for updates.</p>
<b>16. My organization does not have all the supporting documentation but works with local communities in the thematic areas. Can we apply?</b>	<p>16. 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>



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**17. My CSO has never worked for any UN Entity, are we qualified to apply for the expression of interest?**

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.