Cooperation agreement

On project: Posilňovanie kontroly verejnosti a kapacít kľúčového aktéra protikorupčného boja v Gruzínsku (Strengthening public oversight and capacity of a key anti-corruption actor in Georgia) Contract No. SAMRS/2023/GE/1/5;

between the parties

Contractor of the Slovak Agency for International Development Cooperation (further as "Contractor")

Name:	**Transparency International Slovensko**
Registered:	Ministry of Interior on 4.10.2002, under number VVS/1-900/90-16790
Bank details:	Tatra Banka a.s., IBAN: SK59 1100 0000 0026 2471 3227, SWIFT TATRSKBX
Contact address:	Bajkalska 15, 827 18 Bratislava, Slovak Republic
ID No. (IČO):	31817823
Telephone:	00421 905 613 779
E-mail:	tis@transparency.sk
Represented by:	Michal Pisko, director

and

Partner of the Contractor (further as "Partner")

Name:	Transparency International Georgia
Registered, no.:	202062427
Bank details:	Bank holder: Transparency International Georgia IBAN: GE05TB7343136120100005 Bank name: TBC Bank Bank address: 7 Marjanishvili street Swift: TBCBGE22 Currency: EURO
Contact address:	61 Aghmashenebeli Avenue
Telephone:	995 32 2 921 403
E-mail:	ekag@transparency.ge
Represented by:	Eka Gigauri, Executive Director

Both parties agree on taking part on the project.

1. BRIEF DESCRIPTION OF THE PROJECT

Overall aim of this project is to increase the transparency of both the public and the private sector in Georgia, as well as to strengthen the awareness and engagement of its citizens considering the low transparency of private companies often registered in tax havens with untraceable ownership structures. Therefore, the project's long-term goal is to support the creation of an ultimate beneficial owner registry. The key activity of the project is the creation of a pilot map of the real owners of tourism facilities titled "WhoOwnsGeorgia", drawing inspiration from the KtoVlastníSlovensko portal launched by Transparency International Slovakia (TIS) in 2021.

The map will also be linked to existing TI Georgia portals enabling the matching of facility owners with data on public procurement or political donations. The network of portals will increase the awareness and understanding of journalists, activists, and the public about the topics of company ownership and the use of public resources. The upgrade of the Tendermonitor.ge portal, which was previously supported by SlovakAid, will strengthen its sustainability and enable more thorough analysis of data on public tenders.

Simultaneously, the "WhoOwnsGeorgia" map will support the idea of fair business practices and ethical shopping, as customers will be able to obtain comprehensible information about the ownership background of facilities in tourism and other industries.

Based on positive experience with a similar project implemented in Slovakia, the project also pursues a secondary goal, which is strengthening of the partner organization's volunteer community and raising awareness of the TI Georgia's activities.

For further project description, please see **Appendix A - Project Activities and Deliverables. Appendix B - Time Schedule, and Appendix C – Detailed Budget, Appendix D – Indicators and Milestones.**

2. **PROJECT PERIOD: 1st September 2023 – 31st July 2025**

3. **AWARDED AMOUNT:**

The amount of funding to be provided under this agreement shall be **EUR 56 470 (Fifty-Six Thousand and Four Hundred Seventy EUR)**, which is to be expended according to the attached Grant Budget, attached hereto as Appendix C.
On the top of this awarded amount, The Partner is obliged to provide co-financing of the project in the amount of **EUR 6 000 (Six Thousand EUR).**
Any portion of this Agreement not expended for the purposes expressed in this Agreement and any appendices hereto must be refunded to the Contractor at the project's termination date.

4. **POINTS OF CONTACT**

4.1. **CONTRACTOR´S POINT OF CONTACT:**

All official correspondence concerning this grant should be addressed to:
Dominika Irsova, Project coordinator
e-mail: Dominika.irsova@transparency.sk
phone: +421 949 003 486

All financial reports shall be submitted ALSO to:
Robert Pakan, Financial manager
e-mail: robert.pakan@transparency.sk

4.2. **PARTNER´S POINT OF CONTRACT**

All official correspondence concerning this grant shall be addressed to:
Alexander Kevkhishvili, Project Manager – e-mail: sandro.kevkhishvili@transparency.ge, phone: +995 593 365 369

5. **AWARD REQUIREMENTS:**

The Partner and the Contractor are both responsible for planning, organizing, and implementing the project, to carry out the project objectives outlined in Appendix A, and in accordance with the terms of this Agreement as described herein and in all listed Appendices. Any and all Appendices are fully incorporated in this Agreement and made a part hereof as if set in the full text of the agreement itself.

6. **PAYMENT SCHEDULE:**

Payment shall be made by the Contractor to the Partner in accordance with the following procedures:

a) The Payments will be sent by the Contractor to the Partner upon written request in the amount and by the date specified in the Agreement.
b) The first instalment in the amount of 50% from the total financial contribution, will be paid within 30 working days from the written demand submitted by the Contractor and after the Contractor will be reimbursed by SAIDC (SAMRS, further as "Funder").
c) The second instalment in the amount of 40% from the total financial contribution, will be paid within 30 working days from the written demand submitted by the Contractor and after the Contractor will be reimbursed by SAIDC (SAMRS).
d) The final instalment in the amount of 10% of the counted and eligible costs from the whole implementation period of the project will be reimbursed by the Contractor and after the

Contractor will be reimbursed by SAIDC (SAMRS) – this should be implemented in the final stage of the project or shortly after the finalization of the project.

e) Payment is predicated on the condition that the Funder (SAIDC) has disbursed the money to the Contractor. The Contractor reserves the right to notify the Partner in writing of any changes in the dates of funds disbursements due to a delay in the transfer of funds from the Funder.
f) Payments can only be transferred to the Partner if all the obligations arising from the given phase of the project have been fulfilled (pursuant to the Appendix B).

BANK INFORMATION: Unless directed otherwise by the Partner in writing, funds will be wired to the following bank account owned by the Partner, in EUR:

Bank holder: Transparency International Georgia
IBAN: GE05TB7343136120100005
Bank name: TBC Bank
Bank address: 7 Marjanishvili Street
Swift: TBCBGE22
Currency: EURO

The Partner will provide to the Contractor the confirmation from the bank about the bank account existence or copy of the bank account agreement as soon as the Sub-Award agreement is signed.

7. **BUDGET**

Appendix B, Budget, is the financial representation of the approved project and its costs. The budget currency is EUR. The Partner has to incur costs in accordance with the approved budget and applicable cost principles. The Partner may not make any adjustment that substantially alters the character of the program without first receiving prior written approval from the Contractor (who contacts the donor - SAIDC (SAMRS) with a request for an approval. Accounting records must include supporting documentation to confirm all costs incurred under this grant.

8. **FINANCIAL ACCOUNTING**

a) For funds spent in accordance with the budget in Appendix B, Partner shall maintain books, records, documents, and other evidence relating to the Agreement consistently and in such a manner as to sufficiently substantiate charges to this agreement.
b) The Partner and the Contractor will use the Financial Guidelines (EN version published on the SlovakAid website, link in Art. 8, lit. e.) as a guideline for accounting – this document is binding for all parties in the project.
c) Based on this agreement, the Partner will provide the Contractor with copies of invoices supported by necessary accounting documents (i.e. order of services, invoice from the service provider and payment made by the partner).
d) The Partner gives the consent to the Contractor and the Funder to allow access to the project documentation and will be helpful in visiting the project implementation site in case of monitoring and / or evaluation of the project on the basis of SAMRS (the Funder) or the Ministry of Foreign Affairs of Slovak republic.
e) For financial accounting, all parties will use the documentation available from the website https://slovakaid.sk/projektova-dokumentacia/prirucky-pre-rozvojove-a-humanitarne-projekty-2023/

9. **REPORTING SCHEDULE**

a) The Partner must submit a financial report and copies of accounting documentation Reports shall be submitted according to the following schedule:

1. First Narrative Program Report on the state of project implementation covering the period from the 1st September 2023 until 31st January 2024 shall be submitted by **29th February 2024.**

2. Second Narrative Program Report on the state of project implementation covering the period from the 1st February 2024 until 31st July 2024 shall be submitted by **31st August 2024.**
3. Third Narrative Program Report on the state of project implementation covering the period from the 1st August 2024 until 31st January 2025 shall be submitted by **28th February 2025.**
4. Fourth Narrative Program Report on the state of project implementation covering the period from the 1st February 2025 until 31st July 2025 shall be submitted by **29th August 2025.**

b) The first Financial Report covering the period from the 1st September 2023 until 31st July 2024 shall be submitted by 31st August 2024.
c) The Final Narrative Report is to be submitted no later 30 calendar days following the date completion of the project activities, i.e. **29th August 2025.**
d) For reporting, all parties will use the documents available from the website https://slovakaid.sk/projektova-dokumentacia/prirucky-pre-rozvojove-a-humanitarne-projekty-2023/

10. **REPORTING REQUIREMENTS**

The Partner agrees to the following reporting requirements:

a) The Partner of the Contractor agrees to submit to the Contractor report on the activities (content and financial disbursements) according to requirements articulated by the Contractor and according to the Financial Guidelines published on the SlovakAid website.
b) Partner shall keep Contractor apprised of progress and new developments as they arise. Partner shall immediately notify Contractor of developments that have a significant impact on the award-supported activities. Also, notification shall be given by the Partner to the Contractor in the case of problems, delays, or adverse conditions which materially impair the ability to meet the objectives of the award. This notification shall include a statement of the action taken or contemplated, and any assistance needed to resolve the situation.
c) The Partner shall provide the Contractor with copies of any promotional literature, photographs, recorded material (video or audio) and any other material records produced for of created during the activities.
d) All reporting must be provided in English.
e) The Contractor and the Partner are obliged to respect the work plan, the time schedule and budget lines and to inform each other on all circumstances which can cause any significant deviation and/or jeopardise the project objectives and outputs.

11. **GENERAL CONDITIONS**

a) Use the funds provided hereunder diligently and for the sole purpose of the implementation of this grant in accordance with the project goals as outlined in Paragraph 1, above, and in Appendix A and B.
b) Collect and keep readily accessible to the Contractor information and documentation on the progress and implementation of the project.

The Contractor shall:

a) Not be liable to indemnify any third party in respect of any claim, debt, damage, or demand arising out of the implementation of this Agreement and which may be made against the Partner;
b) Not accept liability for compensation for the death, disability, or other hazards which may be suffered by the employees and/or volunteers of the Partner as a result of their activities relating to this Agreement.

12. **REVISION OF BUDGET AND PROGRAM PLANS**

a) All revisions can be only done according to the Financial Guidelines published on the SlovakAid website.

13. **PUBLICITY**

a) The content of the information materials developed, distributed, and covered by the SAIDC/SAMRS expenses has to be in line with the Project objectives. Consultation and approval of the materials by the representatives of the Slovak Agency for International Development Cooperation prior to the publication and distribution is obligatory.
b) The Contractor and the Partner are obliged to use – while implementing the project activities during the whole duration of the project – the logo and design according to the documents available from the website https://slovakaid.sk/en/design-manual-and-slovakaid-logo/ and according to the Financial Guidelines published on the SlovakAid website. This has to be used on all materials, websites, trainings, seminars and other outputs.

14. **LIABILITY**

Contractor does not assume liability for any third-party claims for damages arising out of this Agreement or for claims of representatives or employees of the Partner.

Date: 14th of August 2023

TRANSPARENCY INTERNATIONAL SLOVAKIA
Bajkalská 25, 821 71 Bratislava
IČO: 31817823 DIČ: 2021689197
tis@transparency.sk, www.transparency.sk

.....
Contractor

Date: 14th of August 2023

.....Eka Gigauri.....
Partner

Appendix A, Project Activities and Deliverables

Activity no. 1: Comparative study of the legislation related to the identification of the ultimate beneficial owners (UBO) and transparency of public procurement tenders

The partners will jointly compile a comparative study in which they will compare the legal settings and available tools for the identification of ultimate beneficial owners and control mechanisms of public procurement tenders in Georgia with good practice in the EU and Slovakia. The study will serve as a basis for the expert roundtable discussion that forms Activity no. 3.

Implementation costs: The input for the activity will be the personal research activities of both partners and possible online consultations. In addition to personnel costs, administrative costs will also arise on both sides (office operation, graphic processing of the study and its printing).

Implementation period: (including preparation) month 1 - 3 (September 2023 – November 2023)

Activity no. 2: Attendance of the international conference for NGO leaders in Slovakia

In order to gain expertise in the field of community building and mobilization of non-financial resources, TI Georgia representative will participate in an international program focused on strengthening leadership skills called Leaders of Tomorrow, which is held annually near Bratislava. More information: https://en.leaders.ngo/ . During the TIG expert's visit to Slovakia, there will also be a meeting and sharing of experiences with experts from the TIS team.

Implementation costs: The input of the activity will be the personnel and travel costs of the partner, as well as the fee for participating in the program.

Implementation period: month 2 (October 2023)

Activity no.3: Workshop focused on experience sharing in the field of community and volunteer base building

The Slovak expert on community building and public campaigns will transfer to the partner experience in mobilizing non-financial resources, building a community of supporters and involving volunteers and experts in the activities of the organization, which will also contribute to the dissemination and sharing of TIG's key topics and outputs. The acquired soft skills shall be used by the partner in the construction and promotion of the portal as part of Activity no. 5.

Implementation costs: The activity will be implemented during the first monitoring trip of TIS representatives in Georgia in October-November 2023. We therefore expect personnel costs, office operating costs and travel costs for the Slovak delegation.

Implementation period: (including preparation) month 4 - 5 (December 2023 - January 2024)

Activity no. 4: Roundtable discussion and experience sharing on the topic of UBO identification and public procurement transparency

Professional discussion of Georgian and Slovak experts, representatives of the non-profit sector and activists on the topic of revealing the real beneficial owners and increasing the transparency of public procurement. The round table will also include a presentation of a comparative study of Georgian and Slovak legislation and examples of good practice from the EU. Half of the participants in the discussion will be women. Subsequently, several meetings will be held with Georgian experts (legal experts, officials) for the purpose of exchanging experience with uncovering the real owners and public oversight mechanisms of tenders. The output of this activity will be a summary report containing the key findings of the discussion and recommendations, which will be distributed to relevant actors (e.g. representative of the Georgian government, journalists, members of the academy, activists, etc.).

Implementation costs: The input of the activity will be the participation of Slovak and Georgian experts in the identification of UBOs and public procurement processes (first monitoring trip in December 2023/January

2024), moderation of the discussion, simultaneous interpretation, organizational security of the discussion (premises, refreshments, administrative materials) and travel costs of Slovak experts. The partner's personnel costs will also be associated with the preparation of the event.
Implementation period: preparation: month 3-4 (November 2023-December 2023) round table: month 4/5 (in December 2023/January 2024); summary report: month 5-6 (January-February 2024)

Activity no. 5: Workshop for the Georgian investigative journalists and activists
The findings from the expert round table will also be presented at a workshop for Georgian journalists, activists and representatives of civil society, with the aim of educating these actors in the field of identification of beneficial owners. Part of the training will also focus on the transfer of know-how on the data analysis of public procurement.
Implementation costs: The input of the activity will be the partner's personnel and administrative costs (workshop preparation, office rental, preparation of printed materials for participants).
Implementation period: (including preparation) month 6 - 7 (February - March 2024)

Activity no. 6: Online portal with the interactive map of recreational facilities owned by Georgian oligarchs
Part of the activity will be the collection and analysis of data on recreational facilities owned by Georgian oligarchs, which will be transformed into an interactive map on the portal called WhoOwnsGeorgia (following the model of the TIS' KtoVlastni.sk project). Programming of the portal will be provided by an external Slovak IT expert. In addition, the portal will be connected to the existing public procurement database TenderMonitor.ge, compiled by a partner in a previous project supported by SlovakAid. Additionally, the TenderMonitor portal will be updated and expanded with new functionalities. The goal of both portals is to make available to the general public information about the presence of real owners and foreign capital in the Georgian hospitality sector (including hotels, wellness centers, swimming pools, ski resorts, etc.), possibly also other sectors. At the same time, the portal will allow people to consider the ethical aspect when choosing leisure facilities.
Implementation costs: The input for the activity will be the personal research activities of the partner, the involvement of interns, TIS consultation days, programming costs for the development of the portal, and administrative costs of office space.
Implementation period: month 5 - 10 (January - June 2024)

Activity no. 7: Awareness raising campaign about the WhoOwnsGeorgia portal
In cooperation with Slovak experts on community building and public campaigns, the partner will launch a campaign aimed at spreading awareness about the portal, with the aim of building a community of volunteers and supporters. Part of the activity will be online consultations, during which a Slovak expert will transfer know-how to the partner about using the portal to activate community potential. The goal of this activity is the widest possible involvement of the public in oversight activities (e.g. through volunteer work on updating the portal).
Implementation costs: The input for the activity will be the personnel costs of TIS experts as well as experts on the partner's side, online advertising and administrative costs of office space.
Implementation period: month 8 - 13 (April - September 2024)

Activity no. 8: Press conference and the launch of WhoOwnsGeorgia portal
In the presence of TIS, journalists and experts (and, if interested, Slovak diplomacy as well), a new portal with a map of recreational facilities owned by Georgian oligarchs, will be presented to the public. During the press conference, the TIS expert will present his experience with the creation of the Slovak portal WhoOwnsSlovakia.
Since the activity will take place during the second monitoring trip of TIS representatives in Georgia, it will also include a workshop of both partners on the topic of data analysis of public procurement.
Implementation costs: The input of the activity will be personnel costs of both partners, travel costs of TIS experts, fees for an external consultant for public procurement, office rental costs, preparation of materials and refreshments for the press conference.
Implementation period: including preparation month 9 - 10 (May - June 2024)

Activity no. 9: Analysis of tenders and a paper on the findings obtained from the WhoOwnsGeorgia portal

Based on the expertise acquired during the workshop with the public procurement consultant (Activity No. 8), the partner will make an analysis of the problematic aspects of contracts identified on the basis of the TenderMonitor portal, the output of which will be an online blog post/article. An external consultant (from Activity No. 8) will be available to the partner for professional consultations even during the process of analysis and creation of the article.

As part of this activity, the partner will also evaluate the data acquired through the creation of the WhoOwnsGeorgia portal and publish the main findings in the form of an online blog post/article (e.g. on the topic of revealing foreign influence in the Georgian hotel sector).

Implementation costs: The input of the activity will be the personnel costs of the partner, the fee for the external consultant for public procurement, the office rental costs and general administrative inputs.

Implementation period: month 13 – 18 (September 2024 - February 2025)

Activity no. 10: Workshop on the sustainability of campaign and volunteer engagement

During the second internal workshop, the Slovak expert on building a volunteer community will share with the partner their experience in the field of sustainability of volunteer involvement following the end of the initial phase of the project (launch of the portal). The workshop will be part of the last monitoring trip of Slovak experts in Georgia.

Implementation costs: The input of the activity will be the personnel costs of both partners, the travel costs of TIS experts, the costs of renting offices and preparing the workshop.

Implementation period: month 18 - 19 (February - March 2025)

Activity no. 11: Sharing experiences with creating portals and getting feedback from the community

The activity is part of the last monitoring trip of TIS representatives in Georgia. In addition to internal evaluations of the implementation and results of the project and the exchange of experience of partners regarding the creation of the portal, a feedback session with portal users will also be held (mainly journalists, representatives of the third sector, the professional public or expert volunteers). The features of portals, their utility as tools of public oversight and their sustainability will be a discussed.

Implementation costs: The input of the activity will be the personnel costs of both partners, the travel costs of TIS experts, the costs of renting offices and preparing the meeting.

Implementation period: month 18 - 19 (February - March 2025)

Activity no. 12: Knowledge sharing with Georgian experts and activists during their trip to Slovakia

Part of the visit of Georgian experts to Slovakia will be a series of meetings with representatives of the Ministry of Justice of the Slovak Republic, experts on the identification of UBOs and public procurement transparency. Our ambition is to hold a meeting of Georgian experts with representatives of the Žilina District Court, which is the registration court of the Register of Public Sector Partners. The goal of the activity is to further support the exchange of contacts and experiences from Slovakia to Georgia. Half of the participants will be women.

Implementation costs: The input will be assistance work with logistics and accompanying guests in Slovakia, lectures (internal and external) and coverage of travel (including domestic) and accommodation costs.

Implementation period: (including preparation) month 21-22 (May - June 2025)

Activity no. 13: Online consultations with Slovak experts on building a volunteer community and campaigns aimed at involving the public in the fight against corruption

During the project, online consultations with TIS experts will take place on the topic of: strengthening internal capacities, mobilizing non-financial resources, developing leadership skills, sharing experience and know-how related to conducting campaigns aimed at increasing awareness of the organization's activities, building a supporter and volunteer base, involving volunteers in public oversight and increasing citizen participation.

Implementation costs: The input of this activity will be the personnel costs of TIS experts.

Implementation period: at least 3 online consultations during the project implementation period: the first in months 7-8, the second in months 15-16, the third in months 20-21 and as needed.

Summary of TIS and TIG project trips:

The project will include three monitoring trips of TIS representatives and external experts to Georgia, and two visits of TIG representatives in Slovakia.

1. Attendance of TIG expert of the leadership conference in Slovakia (4-6 days, October 2023)
2. Trip of TIS to Georgia (4 days, December 2023/January 2024) in order to participate in a roundtable discussion, meet with experts and implement internal workshop on the topic of volunteer engagement and spreading awareness about the organization's activities. Staff composition: 2 TIS experts, TIS project coordinator, TIS community building expert, external legal expert
3. Trip of TIS to Georgia (3 days, May/June 2024) in order to help launch the WhoOwnsGeorgia portal at the press conference and to participate in the public procurement analysis workshop with an external expert. Staff composition: 2 TIS experts, project coordinator.
4. Trip of TIS to Georgia (3 days, February/March 2025), when the second internal workshop on campaign sustainability and volunteer involvement, and a feedback meeting with the public will take place. Staff composition: depending on the budget 3 TIS experts, 2 TIS community building experts.
5. Trip of TIG to Slovakia (4 days, May/June 2025) to share experience and attend a series of meetings with experts on public procurement and UBO transparency. Staff composition: 3 TIG experts, TIG project coordinator

List of workshops, seminars, conferences and other project events:

A. **Leaders of Tomorrow: Conference for NGO leaders**
Date: October 2023
Participants: 1 TIG expert
Location: Slovakia
Agenda: An international residential program for the development of leadership skills for representatives of the NGO sector, which has been held annually since 2015. This is followed by 12 months of mentoring with a selected mentor.

B. **Internal workshop: Community and volunteer base building**
Date: December 2023 / January 2024
Participants: 8 (TIG and TIS staff, half of the participants will be women)
Location Georgia
Agenda: The first internal training of a Slovak expert on community building, campaigns and the development of the volunteer base:
- involving the public in the organization's activities
- passing on know-how and experience with the mobilization of non-financial resources
- involvement of volunteers and experts in the organization's activities
- dissemination and sharing of TIG key topics and outputs

C. **Roundtable: Discussing UBO and public procurement transparency in GE and SK**
Date: December 2023 / January 2024
Participants: 20 (TIG and TIS staff, experts, government and NGO representatives, half of the participants will be women)
Location: Georgia
Agenda: The roundtable and series of meetings with experts will include discussions on the following topics:
- Comparison of Slovak and Georgian legislation and tools for identification of UBOs and monitoring of public procurement
-Sharing experience with oversight of real owners and public procurement
- Suggestions for improvements in the given areas for both countries

D. **Workshop for Georgian investigative journalists and activists**
Date: February / March 2024
Participants: 10 (TIG staff, journalists, activists, half of the participants will be women)
Location: Georgia
Agenda: At the training, TIG experts will share knowledge and information about public oversight tools in the field of UBO identification and public procurement monitoring.

E. **Press conference: Launch of WhoOwnsGeorgia**
Date: May / June 2024
Participants: 14 (TIG and TIS staff, journalists, activists, Slovak diplomacy if interested, half of the participants will be women)
Location: Georgia
Agenda: The content of the press conference will be:
- Launch of a new portal with a map of recreational facilities owned by Georgian oligarchs - WhoOwnsGeorgia
- Presentation of Slovak experts' experience with the WhoOwnsSlovakia portal.

F. **Internal workshop: Data analysis of public procurement tenders**
Date: May / June 2024
Participants: 8 (TIG and TIS staff, external expert, half of the participants will be women)
Location: Georgia
Agenda: The training will focus on the analysis of public procurement data, which will be led by an external expert in the field of public procurement.

G. **Internal workshop: Campaign and volunteer engagement sustainability**
Date: February / March 2025
Participants: 6 (TIG and TIS staff, half of the participants will be women)
Location: Georgia
Agenda: The second internal training of a Slovak expert on community building will focus on the transfer of know-how and experience in the field of sustainability of volunteer involvement even after the end of the project.

H. **Feedback session with portal users and experts**
Date: February / March 2025
Participants: 14 (TIG and TIS staff, journalists, activists, experts, volunteers, half of the participants will be women)
Location: Georgia
Agenda: During the meeting, we will discuss with the users of the portals WhoOwnsGeorgia and TenderMonitor their usefulness as tools for uncovering corruption. The purpose is to get feedback and recommendations for further development of the portals.

I. **Knowledge sharing with Georgian experts and activists in Slovakia**
Date: May / June 2025
Participants: 4 (TIG staff)
Location: Slovakia
Agenda: A series of meetings of the Georgian delegation with representatives of the Ministry of Justice of the Slovak Republic, experts on the issue of UBO identification, and experts on the transparency of public procurement processes. The ambition is also to host a meeting of Georgian experts with representatives of the Žilina District Court.

Appendix B: The timetable of the project

Appendix C, Detailed Budget

Appendix D, Indicators and Milestones

Appendix B - Time Schedule of the Project Activities

Time Schedule of Project Activities

SlovakAid
GOOD IDEA SLOVAKIA

SLOVENSKÁ AGENTÚRA PRE MEDZINÁRODNÚ ROZVOJOVÚ SPOLUPRÁCU

Project SAMRS No. SAMRS/2023/GE/1/5

Date	september 23	október 23	november 23	december 23	január 24	február 24	marec 24	apríl 24	máj 24	jún 24	júl 24	august 24	september 24	október 24	november 24	december 24	január 25	február 25	marec 25	apríl 25	máj 25	jún 25	júl 25
Project Month No.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
Activity 1 - Study of the legislation	X	X	X																				
Activity 2 - Attendance at the leadership conference in SK		X																					
Activity 3 - Internal workshop a 1. trip to GE				X	X																		
Activity 4 - Roundtable discussion and meetings			X	X	X	X																	
Activity 5 - Workshop for journalists						X	X																
Activity 6 - Portal WhoOwnsGeorgia					X	X	X	X	X	X													
Activity 7 - Campaign								X	X	X	X	X	X										
Activity 8 - Press conference, tender analysis workshop, 2. trip to GE									X	X													
Activity 9 - Analysis of tenders and WOG portal													X	X	X	X	X	X					
Activity 10 - Internal workshop, 3. trip to GE																		X	X				
Activity 11 - Feedback session with portal users, 3. trip to GE																		X	X				
Activity 12 - Trip of GE experts to SK																					X	X	
Activity 12 - Online consultations							X	X							X	X				X	X		

Appendix C - Detailed Budget

BUDGET				TOTAL		62,470.00 €		YEAR 1		YEAR 2		YEAR3	
Item No.	Item group / item / subitem	Unit	EUR/unit	No. of Units	EUR	Recipient	Description	No. of Units	EUR	No. of Units	EUR	No. of Units	EUR
	1. DIRECT COSTS				**58030.00**				**12540.00**		**30560.00**		**14930.00**
1.1.	**PROJECT ACTIVITIES COSTS**												
1.1.1.	**Personnel costs**				**25740.00**				**6560.00**		**12620.00**		**6560.00**
1.1.1.01.	Expert TI GE	person/month	460.00	24.00	11040.00	Partner	GE expert on identification of UBOs and public procurement	6.00	2760.00	12.00	5520.00	6.00	2760.00
1.1.1.02.	Besik Namchavadze	person/month	1050.00	6.00	6300.00	Partner	GE expert on public procurement	2.00	2100.00	2.00	2100.00	2.00	2100.00
1.1.1.03.	Leila Marshania	person/month	1700.00	4.00	6800.00	Partner	GE expertka on community building	1.00	1700.00	2.00	3400.00	1.00	1700.00
1.1.1.04.	Intern GE	person/month	1200.00	1.00	1200.00	Partner	GE intern (data collection for WhoOwnsGeorgia portal)		0.00	1.00	1200.00		0.00
1.1.1.05.	Consultant GE	person/month	200.00	2.00	400.00	Partner	GE external consultant in the field of public procurement		0.00	2.00	400.00		0.00
1.1.2.	**Travel costs and perdiems for the expert personnel**				**3800.00**				**0.00**		**0.00**		**3800.00**
1.1.2.01.	return flight tickets	ticket	700.00	3.00	2100.00	Partner	1. TRIP TO SK - may 2025: 4 days/3 nights; 3 participants (3x expert). Item includes airport transfer.	0.00	0.00	0.00	0.00	3.00	2100.00
1.1.2.02.	domestic transport within SK	fare	80.00	4.00	320.00	Partner	travel within Slovakia (public transport, taxi to meetings etc.)	0.00	0.00	0.00	0.00	4.00	320.00
1.1.2.03.	accommodation	night/person	100.00	9.00	900.00	Partner	1. TRIP TO SK - may 2025: 4 days/3 nights; 3 participants (3x expert).	0.00	0.00	0.00	0.00	9.00	900.00
1.1.2.04.	perdiems	day	40.00	12.00	480.00	Partner	perdiems for GE experts travelling to SK	0.00	0.00	0.00	0.00	12.00	480.00
1.1.3.	**Other services**				**6810.00**				**2100.00**		**4180.00**		**530.00**
1.1.3.01.	venue	rent fee	100.00	3.00	300.00	Partner	workshop for the journalists - Activity no. 4 for the press conference - Activity no. 7 for the feedback meeting with portal users - Activity no. 11		0.00	2.00	200.00	1.00	100.00
1.1.3.02.	materials for workshops (office	event	150.00	3.00	450.00	Partner	workshop for the journalists - Activity no. 4 for the press conference - Activity no. 7 for the feedback meeting with portal users - Activity no. 11		0.00	2.00	300.00	1.00	150.00
1.1.3.03.	snacks for the workshop partici	person	20.00	38.00	760.00	Partner	drinks and snacks for the participants of workshops and meetings (Activity 4.,7.,11.)		0.00	24.00	480.00	14.00	280.00
1.1.3.04.	translation GE-EN	service	600.00	1.00	600.00	Partner	translation of roundtable discussion GE-EN	1.00	600.00		0.00		0.00
1.1.3.05.	conference room	rent fee	600.00	1.00	600.00	Partner	renting of the conference room for approx. 1/2 a day for the roundtable discussion - Activity no. 3	1.00	600.00		0.00		0.00
1.1.3.06.	snacks for the roundtable parti	person	30.00	20.00	600.00	Partner	drinks and snacks for the participants of the roundtable discussion - Activity no.3	20.00	600.00		0.00		0.00
1.1.3.07.	preklad webu a materiálov do E	service	700.00	1.00	700.00	Partner	translation of the WhoOwnsGeorgia portal to EN/GE		0.00	1.00	700.00		0.00
1.1.3.08.	conference costs for the TIG ex	service	2000.00	1.00	2000.00	Partner	entrance fee and travel costs of a TIG expert for the participation of the NGO leader conference in Bratislave		0.00	1.00	2000.00		0.00
1.1.3.09.	translation of the comparative	service	300.00	1.00	300.00	Partner	translation of the output of Activity no. 1	1.00	300.00		0.00		0.00
1.1.3.10.	online advertisment	service	500.00	1.00	500.00	Partner	online advertisment for the web portals		0.00	1.00	500.00		0.00
1.1.4.	**Regular expenses**				**1000.00**				**1000.00**		**0.00**		**0.00**
1.1.4.02.	laptop	device	1000.00	1.00	1000.00	Partner	purchase of a new laptop	1.00	1000.00		0.00		0.00
1.1.5.	**Capital expenses**				**8000.00**				**0.00**		**8000.00**		**0.00**
1.1.5.01.	**update of the web portal**	service	8000.00	1.00	8000.00	Partner	update, extension and maintenance of the TenderMonitor portal		0.00	1.00	8000.00		0.00
	Project coordination costs				**11520.00**								
1.1.6.	**Personnel costs for the project coordination**				**11520.00**				**2880.00**		**5760.00**		**2880.00**
1.1.6.01.	Alexander Kevkhishvili	person/month	320.00	24.00	7680.00	Partner	coordinator of anti-corruption programs in GE	6.00	1920.00	12.00	3840.00	6.00	1920.00
1.1.6.02.	David Aroshidze	person/month	160.00	24.00	3840.00	Partner	accountat and financial manager in GE	6.00	960.00	12.00	1920.00	6.00	960.00
1.1.7.	**Travel costs and perdiems for the coordination personnel**				**1160.00**				**0.00**		**0.00**		**1160.00**
1.1.7.01.	return flight tickets	ticket	700.00	1.00	700.00	Partner	1. TRIP TO SK - may 2025: 4 days/3 nights; 1x coordinator. Item includes airport transfer.		0.00		0.00	1.00	700.00
1.1.7.02.	accommodation	night/person	40.00	4.00	160.00	Partner	perdiems for GE project coordinator		0.00		0.00	4.00	160.00
1.1.7.03.	perdiems	day	100.00	3.00	300.00	Partner	1. TRIP TO SK - may 2025: 4 days/3 nights; 1x coordinator.		0.00		0.00	3.00	300.00
	2.INDIRECT COSTS				**4440.00**				**1110.00**		**2220.00**		**1110.00**
2.1.	**Indirect costs of the project**				**4440.00**				**1110.00**		**2220.00**		**1110.00**
2.1.2.	**Overhead costs of the partner**				**4440.00**				**1110.00**		**2220.00**		**1110.00**
2.1.2.01.	rent, internet, telecom, etc.	mesiac	185.00	24.00	4440.00	Partner		6.00	1110.00	12.00	2220.00	6.00	1110.00

Appendix D, Indicators and Milestones

SlovakAid
GOOD IDEA SLOVAKIA

SLOVENSKÁ AGENTÚRA PRE MEDZINÁRODNÚ ROZVOJOVÚ SPOLUPRÁCU

Project SAMRS no. SAMRS/2023/GE/1/5

Goal/ Impact	Measurable outcomes / Indicators	Unit	Goal value	Proof	Prerequisite
Increasing the transparency of both the public and private sectors in Georgia and strengthening the awareness and engagement of citizens	User traffic to the new portal "WhoOwnsGeorgia" and increased traffic to the existing Tendermonitor.ge portal	x			
Specific goal	**Measurable outcomes / Indicators**	**Unit**	**Goal value**	**Proof**	**Prerequisite**
Developing and enhancing tools utilized in identification of UBOs as a measure to fight corruption and money laundering, as well as to promote the principles of fair business and ethical shopping	Public intervention through pilot map of UBOs of hospitality facilities "WhoOwnsGeorgia" and other direct outputs of the project.	person	20 000	online map "WhoOwnsGeorgia"	media attention, mobilization of activists and public
	Number of ownership structures/facilities analyzed	facility	100	online map "WhoOwnsGeorgia"	analytical and investigative work of TI Georgia experts
Support for information about public tenders	Increased user traffic after the upgrade of the Tendermonitor.ge portal	%	10%	upgraded portal Tendermonitor.ge	analytical work and IT services
	Number of analyzed tenders	tender	10	published tender analysis	upgrade of Tendermonitor.ge and analytical work of TI Georgia
Strengthening TI Georgia's community and volunteer base	Number of experts and volunteers involved in TIG's activities	person	40 (20 M / 20 F)	volunteer contracts and attendance sheets	campaign to strengthen the community and capacity of the organization
	Number of people reached by the campaign	person	60 000	social media analytics	active campaigning and online advertisment
Outcomes	**Measurable outcomes / Indicators**	**Unit**	**Goal value**	**Proof**	**Prerequisite**
Publication of a pilot map of UBOs of facilities in tourism and other industries "WhoOwnsGeorgia"	number of users of the map	user	10 000	online map "WhoOwnsGeorgia"	analytical and investigative work of TI Georgia experts and the campaign
Increased awareness of the importance of the topic of transparency of the UBOs	number of media articles about the "WhoOwnsGeorgia" portals and related activities of TI Georgia	article	50	final narrative report: summary of media mentions	quality of outputs
Upgrade of Tendermonitor.ge	number of new users	user	5 000	upgraded portal Tendermonitor.ge	analytical and investigative work of TI Georgia experts and the campaign
Increased interest of the public about the oversight of tenders	number of media articles either describing or utilizing the data from Tendermonitor.ge and related analyses of TI Georgia	article	25	final narrative report: summary of media mentions	quality of outputs
Sharing the conclusions of the project analyses with experts and journalists	number of involved journalists and experts	person	100	published analyses of public procurement tenders and findings from the WOG portal	quality of outputs

Activities	Outcomes				
Activity no. 1: Comparative study of the legislation related to the identification of the ultimate beneficial owners (UBO) and transparency of public procurement tenders	printed study of the legislative framework of public procurements and UBO transparency in both countries	**Budget of TI GE**	**TOTAL**	**€**	**62 470**
Activity no. 2: Attendance of the international conference for NGO leaders in Slovakia	summary report from the trip		**Grant**	**€**	**56 470**
Activity no.3: Workshop focused on experience sharing in the field of community and volunteer base building	meeting minutes		**Co-financing**	**€**	**6 000**
Activity no. 4: Roundtable discussion and experience sharing on the topic of UBO identification and public procurement transparency	roundtable discussion and meetings with GE experts, and summary report				
Activity no. 5: Workshop for the Georgian investigative journalists and activists	workshop for GE experts and activists				
Activity no. 6: Online portal with the interactive map of recreational facilities owned by Georgian oligarchs	website with the map of facilities				
Activity no. 7: Awareness raising campaign about the WhoOwnsGeorgia portal	online campaign and volunteer engagement				
Activity no. 8: Press conference and the launch of WhoOwnsGeorgia portal	recording of the press conference and the meeting minutes from the internal public				
Activity no. 9: Analysis of tenders and a paper on the findings obtained from the WhoOwnsGeorgia portal	two articles/blog posts about UBO and public procurement transparency				
Activity no. 10: Workshop on the sustainability of campaign and volunteer engagement	meeting minutes				
Activity no. 11: Sharing experiences with creating portals and getting feedback from the community	meeting minutes				
Activity no. 12: Knowledge sharing with Georgian experts and activists during their trip to Slovakia	summary report from the trip				
Activity no. 13: Online consultations with Slovak experts on building a volunteer community and campaigns aimed at involving the public in the fight against corruption	videocalls with the SK experts				