



Contracting Authority: Delegation of the European Union to Georgia

Instrument for Stability

Grant Application Form

Title of the action:	Development of Media Monitoring Capacities in Georgia
Number and title of lot	Component 2, Instrument for Stability programme
Location(s) of the action:	Georgia
Name of the applicant	United Nations Development Programme, Office in Georgia
Nationality of the applicant ¹	N/A

Dossier No	
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(for official use only)

¹ The statutes must make it possible to ascertain that the organisation was set up by an act governed by the national law of the country concerned. In this respect, any legal entity whose statutes have been established in another country cannot be considered an eligible local organisation.

EuropeAid ID ²	N/A	
Legal status ³	International Organization	
Partner(s) ⁴		
Total eligible cost of the action (A)	Amount requested from the Contracting Authority (B)	% of total eligible cost of action (B/Ax100)
[EUR 500,000]	[EUR 500,000]	100%
Total duration of the action:	18 months	

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Any change in the addresses, phone numbers, fax numbers and in particular e-mail, must be notified in writing to the Contracting Authority. The Contracting Authority will not be held responsible in case it cannot contact an applicant.

² To be inserted if the organisation is registered in PADOR. This number is allocated to an organisation which registers its data in PADOR. For more information and to register, please visit <http://ec.europa.eu/europeaid/online-services/pador>

³ E.g. non profit making, governmental body, international organisation

⁴ Add as many rows as partners

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FULL APPLICATION FORM

THE ACTION

Reference of the Call for Proposals	
Title of the Call for Proposals	Instrument for Stability Programme. Component 2 – “Support to Democratization in Georgia”
Name of the applicant	United Nations Development Programme
N° of the proposal ⁵	
N° of the Lot	

DESCRIPTION

1.1. Title

DEVELOPMENT OF MEDIA MONITORING CAPACITIES IN GEORGIA

1.2. Location(s)

GEORGIA

1.3. Cost of the action and amount requested from the Contracting Authority

Total cost of the action (A)	Amount requested from the Contracting Authority (B)	% of total eligible cost of action (B/Ax100)
[EUR 500,000]	[EUR 500,000]	100%

1.4. Summary (max 1 page)

Total duration of the action	18 months
Objectives of the action	The overall objective of the project is to contribute to strengthening media independence and professionalism as one of the primary factors for the consolidation of democracy in Georgia Specific Objective

⁵ For restricted procedures only; the proposal number as allocated by the Contracting Authority and notified to the applicant at the time of the Concept Note opening and administrative check.

	<ul style="list-style-type: none"> - Provide balanced and neutral information to the public to facilitate informed decision making - Develop skills and professional competence of the Georgian Public Broadcasting (GPB) - Enhance watchdog functions of civil society organizations by developing media monitoring capacity
Partner(s)	Caucasus Research Resource Center (CRRC), British Broadcasting Corporation (BBC)
Target group(s) ⁶	Georgia Public Broadcasting and other key selected Media Outlets, Civil Society Organizations Journalists and media professionals, General Public
Final beneficiaries ⁷	General Public; Other key media outlets and professionals not directly involved in the project, civil society organizations
Estimated results	<p>Component 1 – Raised Awareness of Media regarding neutral & balanced Coverage Qualitative, balanced and neutral information provided to media outlets about their own performance to raise their understanding about the problems in the field of media and provide an opportunity to improve</p> <p>Component 2 – Improved GPB Capacity for Professional Media Coverage - Enhanced capacity of the Georgian Public Broadcasting (GPB) for professional coverage including objectivity and neutrality</p> <p>Component 3 – Developed CSO capacities for Media Monitoring Build media monitoring capacities of civil society organizations in the country and promoting fair, independent and balanced media coverage;</p>
Main activities	<p>Component 1 – Raising media professionals' Awareness of standards of neutral and balanced coverage</p> <ul style="list-style-type: none"> - Monitoring of the pre-electoral campaign at selected TV stations through designing specific methodology and criteria; - presentation of the findings during a weekly TV show and/or roundtable discussions with the media outlets and professionals <p>Component 2 – Developing GPB Capacity for Professional Media Coverage</p> <ul style="list-style-type: none"> - Training for GPB on standards in election coverage; - On-the-job training to address issues identified during the monitoring process; - Identification of criteria to measure the professionalism of GPB journalists and editors; - Seminar on lessons learned during the election coverage;

⁶ “Target groups” are the groups/entities who will be directly positively affected by the project at the Project Purpose level – See paragraph 2.3 in Section II for the list.

⁷ “Final beneficiaries” are those who will benefit from the project in the long term at the level of the society or sector at large.

	<p>Component 3 – Developing CSO capacities for Media Monitoring</p> <ul style="list-style-type: none"> - Situation analysis to assist in selecting partner CSOs for media monitoring; - Design and implementation of a media monitoring capacity development programme; - Ongoing mentoring of training participants;
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Where applicable, clearly indicate the sector⁸, theme, or geographical area specified in the call for proposals to which the proposed action would apply:

1.5. Objectives (max 1 page)

The overall objective of the project is to contribute to raising professional standard of the Georgian media and to support independent and impartial reporting as one of the factors for the consolidation of democracy in Georgia. The action will specifically address the problem of the domestic capacity to monitor media and provide competent and grounded quantitative and qualitative analysis regarding media performance. For that purpose, immediate assistance will be provided to the Georgian Public Broadcasting in order to reach objective coverage and appropriate time distribution during the election period and share this expertise within national, public and private broadcasting institutions.

Specific methodology and criteria will be established to monitor pre-electoral broadcasts. Caucasus Research Resource Center (CRRC) will perform a quantitative and, to certain extent, qualitative analysis of news and other programmes aired during prime time. The information will include a range of indicators, such as: air time given to different candidates, frequency of mentioning, equal treatment, “hate speech” and others. The indicators will be agreed upon in details between the EU, UNDP and the CRRC. The obtained statistical data will be presented during the TV programme and analysed by selected experts during the show or in a roundtable format. The project will encourage understanding of the role and duties of impartial and professional media in democracy.

In the medium term, the project will concentrate its resources on media monitoring capacity development of civil society organizations in the country in order to strengthen them in their function as watchdogs.

1.6. Relevance of the action (max 3 pages)

Please provide the following information:

Provide a detailed presentation and analysis of the problems and their interrelation at all levels

Georgia is going through a process of democratic transition encompassing broad legislative, executive and judicial reforms. Georgia’s transition towards a democratic, free and fair state, which respects rule of law and human rights’ is, however, challenged by limited media independence and objectivity. During the previous presidential elections there was a general lack of balance in news coverage of professional reporting. In fact, Georgia’s position in this regard saw a regress after 2007, when several independent media outlets were closed down and

⁸ See paragraph 2.2 in Section II for the list of Sectors.

others were put under an increased pressure. The country's ranking with regard to media freedom and professionalism worsened according to all major indices, elaborated by respected institutions such as Reporters Without Borders and Freedom House.

Strong and objective media can become a powerful pillar in consolidating Georgia's democracy. The so-called "fourth power" can function as a neutral and fair mediator between the public and authorities, thus encouraging public involvement in statehood building. It can stimulate development of both the demand and supply sides in terms of providing objective and relevant information.

The Georgian government has chosen the path of democratic reforms, as repeatedly acknowledged and reinforced by the announcement of the "second wave of democratization reforms". In the framework of the "second wave", media independence has been accorded high priority, including reform of the Georgian Public Broadcasting and to its board composition.

Forthcoming local-self governance elections represent a serious test for the commitment of the government to pursue development of free and independent media. An important question remains the standard of reporting by the key TV stations; the vast majority of citizens receive their information from television, which is thus the most direct means for political advocacy. Monitoring of the major TV broadcasts could provide a trued and fairer understanding of the evolution of media development and at the same time could serve as a source of motivation to neutral journalists and editors to objectively pursue their professional activities. Media monitoring is also a powerful tool to end the perception-based evaluations of media impartiality and encourage the formation of informed and well-founded public opinion.

Despite its significant effect on the development of professional media coverage, the media monitoring field is not sufficiently developed in Georgia. It is mostly perceived as an account of air time of various topics, while a competent and unbiased analysis of the content is missing, mostly due to the limited capacities within the country. It is crucially important to raise the awareness of media outlets of the importance of objective and professional media coverage, especially during the pre-election period. This should be accompanied by support for strengthening the capacities of Georgian civil society organizations to monitor media performance, with indirect benefits to media freedom and democratic development as a whole.

It is proposed that this project will ensure synergies with the ongoing EU/UNDP Electoral support programme to further magnify the positive impact of the programme. Indeed, the pre-electoral media monitoring contributes to holding free and fair elections, while the sustainable capacity development for media monitoring, like the electoral support action, aims at strengthening democratic processes in the country. From this perspective, the electoral support and media monitoring are the two elements of one and the same goal, which is enhancing and consolidating democracy in Georgia.

Provide a detailed description of the target groups and final beneficiaries and estimated number

The target groups of the proposed activities are as follows: Georgian Public Broadcasting and other key media outlets; civil society organizations, journalists and other media professionals, and, most importantly, the general public

- The GPB and other key media outlets will benefit from the project since they will get objective and neutral information on their performance in terms of the pre-electoral media coverage.
- The GPB will obtain tailored training for election coverage, support for an internal monitoring system, and in identifying lessons learned for future enhancement of its operation.
- Civil Society Organizations will get professionally collected and analysed data about the election process and will be trained in the application of modern standards and methodologies of data collection and analysis, thereby providing them with the capacity to conduct independent media monitoring in the future. Lessons learned from these elections will be used as practical examples on which to base the training.
- The general public is the primary and ultimate target group and final beneficiary of the project. The public will benefit from increased awareness of objective and professional media coverage and from strengthened credibility and stability of the processes. The project indirectly covers all eligible population groups in Georgia.

Identify clearly the specific problems to be addressed by the action and the perceived needs and constraints of the target groups

The action will specifically address three underlying problems:

1. Lack of balanced and neutral TV coverage, especially during the pre-election period
2. Although much has improved at the GPB and this is widely acknowledged by various stakeholders, the GPB desires to further improve its capacity to provide objective and fair coverage of the election process and to strengthen the editorial independence and professionalism of its journalists. This initiative will help the creation of the cohesive teams, with shared values and priorities;
3. Lack of understanding of the civil society organizations around the key aspects of the media monitoring.

Demonstrate the relevance of the action to the needs and constraints of the target country (ies) or region(s) in general and to the target groups/final beneficiaries in particular and how the action will provide the desired solutions, in particular for the targeted beneficiaries

While disputes over the media coverage of the different candidates during the election campaign are an underlying cause of debates and a source of constant misunderstanding, the proposed action should enhance the credibility of media and strengthen the foundation for a stable democracy. It should improve dialogue, understanding and agreement among the target and beneficiary groups. The increased knowledge among the stakeholders of the media's strengths and weaknesses will contribute to the improvement of the professional standards.

□ *Demonstrate the relevance of the action to the objectives and priorities of the Guidelines*

In line with concept note and outline of activities, the proposed project aims at strengthening democracy by contributing to raising professional standard of the Georgian media and supporting independent and impartial reporting. It will also improve the independence of the

media, as it aims to enhance journalists' knowledge and professional skills. . Media that is well aware of its rights and responsibilities will be better able to provide objective coverage of elections and be less prone to external political influence. In the medium-term, the project will concentrate its resources on strengthening the watchdog role of civil society by building their capacity in the field of media monitoring.

1.7. Description of the action and its effectiveness (max 14 pages)

1.7.1 Expected results of the action will be as follows:

Please refer to the Section 1.4 Summary

Below is the rationale behind the results:

Component 1 - Raising Media Professionals' Awareness of the importance of neutral and balanced coverage

Getting fair, neutral and independent opinion is vital for the concerned parties to raise their understanding about the problems in the field of media. CRRC will ensure the provision of reliable quantitative and qualitative information, which will be free from bias. Some of the data will be used to provide the opportunity for discussions and clarifications concerning media standards.

There is a general feeling among the population groups and political parties that TV coverage and time allocation is not equal for every candidate during the campaigns, thus the collection and analysis of the reliable data will aid satisfaction of the client groups and elimination of the confusion.

Also, whenever needed, the project will ensure the timely availability of international expert advice on data processing and presentation issues. This would contribute towards an increased confidence in TV campaigns and a stable democratic environment in the country.

Apart from the GPB, other key media outlets such as Rustavi2, Imedi, Maestro, RealTV and Caucasia may benefit from the component.

Component 2 – Developing GPB Capacity for Professional Media Coverage

Georgian Public Broadcasting has undergone major reorganization and reshaping during the past years. This has had a positive effect on the overall performance of the company. The competence of the staff has been enhanced and the company has gained greater trust among its audience. The overall reputation of the company has also greatly improved.

Despite this, the GPB needs further assistance in the direction of receiving specific trainings for the selected participants who will be involved in the election coverage, internal monitoring of the programmes, finalization of the journalism handbook and guidelines.

It should be noted that not all activities can be implemented in the pre-election period and the impact of some of the activities may not be felt in time for the elections. However, the lessons from the coverage will be addressed through the final activity of this component.

Component 3 - Developing CSO capacities for Media Monitoring

Georgia faces turbulent times, with a number of elections conducted over recent years, one of them being the local elections scheduled for May 2010. Considering the past experience of the elections and specifically its coverage through local public and private broadcasting companies, it is clear that the country lacks domestic media monitoring capacity, which is a significant tool for assessing overall performance of broadcasting companies and their contribution to a fair election environment.

In addition, there has been little or no particular focus on developing this capacity in Georgia, which is essential for the democratic development of the country. Media is an important tool for fair elections and independent and impartial reporting and coverage, both during elections and ordinary times. Thus, it is believed that the media monitoring interventions will strengthen the professional competence of the broadcasting companies as well as their human resources and support population in informed decision making. For that purpose, the civil society organizations will be supported to effectively exercise their watch-dog role.

1.7.2 Proposed activities and their effectiveness (max 9 pages)

The proposed activities are as follows:

Component 1 – Raising media professionals' Awareness of standards of neutral and balanced coverage

- The project will facilitate the process of designing methodology and criteria to support the production of the reliable and independent data of the pre-electoral broadcasts of the selected TV stations. The presented data will meet the international standards and best media monitoring practices. It will contribute towards improved media monitoring framework and recognition of the relevant procedures by major players.

- The news coverage will be analysed and evaluated based on standards agreed with CRRC. Where feasible, other key popular programmes such as political debates and talk shows may be included to ensure an objective picture. These programmes will be assessed from the point of view of their objectivity, content trends and balance of coverage.

- The findings will be discussed by experts during weekly TV shows in the run-up to the election and/or in a roundtable format with regards to a) quantitative time allocation balance among political subjects; b) media reporting about usage of administrative resources during the pre-election period; c) mentioning of substance (i.e. electoral programmes, platforms and messages) vs. references to other non-substantive matters (i.e. personality characteristics, etc.);. This will also help to inform the discussions on the following possible subjects: political neutrality of journalists and their ability to reflect all important opinions across the political spectrum; the ability of journalists to set the agenda for news and the level of professional and neutral evaluation of the issues included in the news report; self-censorship; information flow; spin doctoring; black PR; propaganda; types of hidden advertisement; hate speech, etc.

- The regular weekly discussions will provide broadcasting companies with the necessary analysis of the coverage on political and pre-election issues and provide them with a better understanding of the gaps and ways to overcome them in the interests of becoming more impartial and professional. The group of experts will provide a final assessment report on their

findings and recommendations for the TV stations, which will give an overall assessment of their performance during the pre-election period, highlight the main problematic areas and propose ways forward for their improvement.

- Given the neutral status of EU and UNDP, they are well-positioned to support the agreement towards common criteria and methodology. UNDP will ensure the broadest possible involvement of the stakeholders in the ongoing processes. UNDP will take advantage of its coordination of this activity to simultaneously reveal the capacity-building needs, which will be mostly tackled after the election campaign.
- UNDP will also coordinate efforts with other international partners and achieve synergies in common interest. This will serve the goal of supporting the most participatory process. It will serve as a neutral party in all the processes providing expert support and familiarizing the parties with the options regarding the discussed topics and implications of decisions heavily relying on the competent local and international expertise, who will be invited on a need basis.
- This activity will have close ties with the EC/UNDP project on Promoting Dialogue and Capacity for Effective National Electoral Processes, since it has a training module dedicated to training media representatives regarding their role during the elections.

Component 2 – Developing GPB Capacity for Professional Media Coverage

- The BBC World Service Trust will organise training for selected editors and journalists at GPB who will be involved in the election coverage. The obligations of GPB will also be discussed during the training as well as the media Joint Code of Ethics/Conduct.
- The BBC WS Trust will provide on the job training and assistance on issues identified in the monitoring reports for improving the implementation of the GPB's Moambe Guidelines and the GPB Journalism Handbook.
- The BBC WS Trust will work with the Editorial Management to help the internal monitoring of the provision of balanced and professional public information during the election and post-election periods, including in the presentation of public debates, new and relevant talk shows. Qualitative monitoring material will be sought from the EU and external monitors and discussions will be organised based on the observations on objectivity, balance and reflection of the political parties. The BBC WS Trust will make recommendations to the Management in order for the management to address the conclusions in the EU monitoring reports and the reports of other external monitors.
- The BBC WS Trust will help the GPB management identify the criteria to measure the level of professionalism of the GPB journalists and news and current affairs editors.
- The BBC WS Trust will organise a seminar on the lessons learned from the election and post-election coverage and share the general lessons and recommendations. Representatives of the EU and UNDP will be invited to share their observations on the media coverage of the elections.

Component 3 – Developing CSO capacities for Media Monitoring

As a part of a longer term in-country capacity building in the media monitoring area, the selected umbrella institution(s) will undertake an intensive capacity development programme in standard methodologies for monitoring of media. This aims at creating a pool of independent Georgian civil society organizations with a sustained capacity not only to undertake this duty in a

professional manner but also to serve as resources in this area in the future. The institution(s) will be selected based on the open competition in accordance with UNDP rules and regulations.

- The component will start with a comprehensive capacity assessment that will identify the gaps and needs in the content monitoring and design a Georgia-specific targeted programme for selected audiences.
- It is expected that a recognized international or regional institution will be selected to undertake the assessment and provide the necessary mentoring/guidance to the Georgian partners.
- The designed capacity development programme will include trainings/mentoring in various methodologies of media monitoring, showcasing, *inter alia*, effective experiences, statistics and sociology. The trained Georgian organizations and individuals will be able to independently apply various tools of media monitoring, as well as produce and disseminate professional assessments of the media. They will also become a resource for further strengthening of this area and expanding its coverage throughout the country and actively delivering the training program.
- A close cooperation can be established with the UNDP Georgia Capacity Building Fund, since they have years of experience on skills development of various counterparts and actors.

At the end of the training program a thorough impact analysis will be conducted.

1.8. Methodology (max 4 pages)

1.8.1 Methods of implementation and reasons for the proposed methodology;

The project will facilitate active involvement of various stakeholders in the processes, including the international community. UNDP will support the broad based consensus on the collaboration between private and public broadcasting companies and other stakeholders through demonstrating the neutrality of the facilitation process and leaving the ownership to the national counterparts. UNDP will support immediate operational/procedural and training needs of the involved parties. Day-to-day cooperation will be institutionalized with the relevant parties to meet their immediate needs as well as transfer the capacity for the future occasions and ensure sustainability. Training needs assessment will precede all trainings supported by the project to better target the specific needs of the audience and cover maximum available and identified topics. Various interactive methods and modern training tools will be applied during the training process to make it more effective.

The lessons learned through the existing programme will be fully integrated into the planning of the proposed action, as well as the risks and issues will be given due consideration.

The management team of the project will consist of the Project Manager and the Admin/Finance Assistant. The project team will be supervised by the Programme Analyst (Governance) at UNDP Georgia.

Project Manager is responsible for overall management of the Project. Specifically, the Project Manager will carry out the following duties and responsibilities:

- a) Represent the project in relations with other entities;
- b) Lead the activities of the project and ensure overall management of project work, in accordance to the approved work plan;
- c) Participate in designing and implementing the project objectives and activities reflected in the Project Document consistent with UNDP country programme;
- d) Coordinate preparation and approval of the work plan;
- e) Supervise and coordinate activities of project experts and project personnel;
- f) Coordinate activities of different stakeholders involved in or related to project activities;
- g) Ensure the maintenance of the project related documentation (contracts, reports, correspondence, etc);
- h) Coordinate and organize the meetings, workshops and etc. in frame of the project implementation plan;
- i) Manage efficient utilization of all UNDP-financed inputs according to the planned budget;
- j) Ensure the preparation of regular financial and narrative reports;
- k) Take active part in mobilization of further resources for project;
- l) Ensure promotion of UNDP values;
- m) Perform other duties as required.

The Admin/Finance assistant will carry out the following duties and responsibilities:

1. Carry out all operations required for authorizing and effectuating expenditures in frame of the project funding, including making calculations, requesting funds and making payments
2. Ensure proper recording of all financial transactions; Maintain and update databases on the above administrative operations; Maintain tracking, monitoring and/or reporting systems regarding allocations and expenditures.
3. Maintain project's filing system and leave records for project staff; Register and keep track of contracts and other documents related to the project according relevant UNDP rules and regulation
4. Control project assets
5. Review and maintain incoming and outgoing communications; Draft correspondences
6. Collect information and contribute into preparation and timely submission of budget estimates, budget mid-year reviews and Annual Work Plans
7. Provide translation and interpretation services from Georgian into English/Russian and vice versa in frame of the project
8. Provide administrative support to meetings and seminars organized in frame of the project. This includes preparing budgets, coordinating travel and lodging of participants, paying DSA, etc.
9. Prepare background information for external consultants/ visitors to the project area; Assist as necessary with the logistical arrangements for hosting external consultants/ visitors within the Project.

The experts for the project will be drawn on an as-needed basis in accordance with UNDP rules and regulations. The implementation strategy will undergo permanent monitoring and evaluation to ensure that the scheduled activities remain in line with the overall and specific objectives of the project and reflect the changing priorities. This approach will give the possibility to build on the strength and address weaknesses while at the same time maintaining the project structure and cohesiveness.

- 1.8.2 Where the action is the prolongation of a previous action, explain how the action is intended to build on the results of this previous action**

The action is not a prolongation of any previous EU programme, but there are obvious opportunities for synergies with programmes in the media and electoral fields. Opportunities to build on lessons learned will be maximised.

□ **1.8.3 Procedures for follow up and internal/external evaluation;**

A rigorous reporting system will be put in place in order to provide the Project Team, the European Union Delegation and the beneficiaries with an up-to-date insight on the progress achieved or possible constraints identified during Project implementation. It will also allow the Project team to be promptly informed about any external factor that may have an impact on the activities.

The implementation team will agree the relevant indicators against which to monitor project progress and measure impact. The indicators will pay particular attention to the qualitative improvement of media outputs, which will be undoubtedly reflected in the overall performance of the broadcasting companies. The project will pay particular attention to the institutionalization of the lessons learned and sustainability issues.

- On a quarterly basis, project progress towards work plan deliverables will be recorded.
- A Project Log shall be activated in Atlas upon the programme commencement and updated by the UNDP programme staff based on the inputs from Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- A Risk log will be activated in Atlas upon the programme commencement and will be regularly updated by the UNDP programme staff based on the inputs from Project Manager reviewing the external environment that may affect the project implementation.
- Based on the above information recorded in Atlas, a Quarterly Progress Reports shall be submitted by the Project Manager to the Project Board through Project Assurance.
- A project Lesson-learned log shall be activated and regularly updated by the UNDP programme staff based on the inputs from Project Manager. This will facilitate the preparation of the Lessons-Learned Report at the end of the project.
- Monitoring and communications plan will be developed. A Communication and Monitoring Plan shall be activated in Atlas and updated to track key management actions/events.
- An Annual Review Report shall be prepared by the Project Manager and with assistance from relevant Experts and shared with the stakeholders. Based on this report, an annual project review will be conducted during the fourth quarter of the year or soon after, as a basis for assessing the performance of the project. In the last year, this review will be a final assessment. This review will involve all key project stakeholders and the Implementing Partner, and focus on the extent to which progress has been made towards outputs, and that these remain aligned to appropriate outcomes.
- All reporting procedures as per internal UNDP and EU requirements will be followed.

1.8.4 The role and participation of the various actors and stakeholders

The project will be characterised by active involvement of public and private broadcasting companies and individual experts.

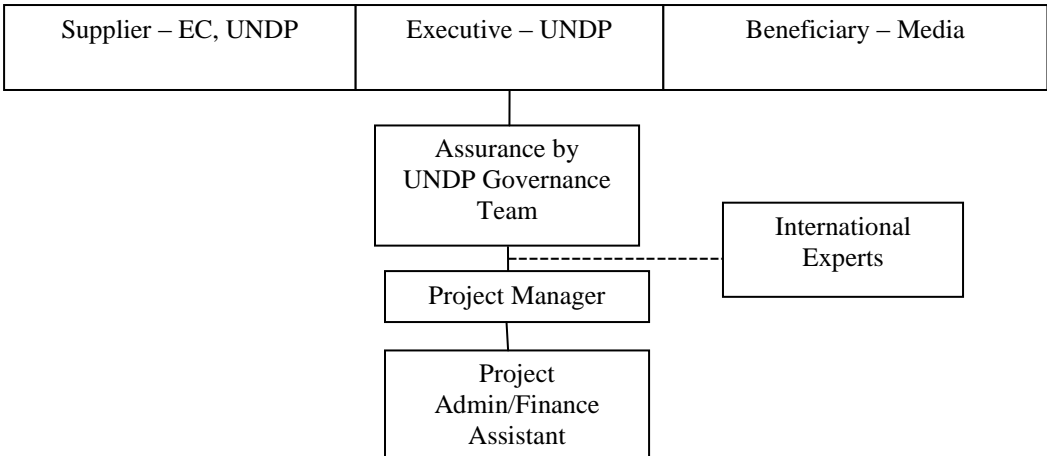
Other stakeholders, civil society groups and professional journalists will be active partners of the proposed project. All the stakeholders will be invited to actively contribute to the programme implementation, and thus relevant steps will be taken to promote broad based ownership of the programme achievements by the beneficiaries.

1.8.5 The organisational structure and the team

The project will be implemented under Direct Implementation Modality (DIM) in accordance with UNDP rules and regulations. UNDP will be responsible for the achievement of results and the use of resources. As such, it will bear the overall accountability for delivering the project in accordance with its applicable regulations, rules, policies and procedures (ref.: UNDP Programme and Operations Policies and Procedures). As per UNDP’s Financial Regulations and Rules, the following general principles will be given due consideration while executing procurement in connection with the project: Best Value for Money; Fairness, Integrity & Transparency and Effective Competition.

Project assurance will be provided by the UNDP Georgia Programme Analyst in the field of Governance.

The basic project structure is the following:



The Project Manager will be in charge of requesting funds to cover project-related expenses. In the absence of the Project Manager, the designated person will take over relevant functions. Official summary records of all transactions will be provided by UNDP to the Project Manager, who will in turn be responsible for keeping comprehensive relevant records.

1.8.6 The main means proposed for the implementation of the action (equipment, materials, and supplies to be acquired or rented);

The project will rent a space and transfer some of equipment and furniture from other UNDP projects, while other relevant furniture and equipment will be purchased.

The purchase of the vehicle is not planned for the project, thus on occasional need the rental of the vehicle can be envisaged. The project will cover staff communication costs (telephone/internet) and other required expenditures.

1.8.7 The attitudes of all stakeholders towards the action in general and the activities in particular;

The proposed initiative has been discussed with the national and international stakeholders. Overall, there is a positive attitude towards the proposed project from all concerned parties, since so far there have been very little investments made towards developing Media Monitoring Capacities in Georgia.

EU and UNDP's facilitation in building consensus with regard to building fair and impartial media, as a basis for strong democracy, is also appreciated by all stakeholders as the organizations stand as neutral parties to the process. EU and UNDP will serve as active facilitators and involve all available resources to reach consensus with all stakeholders.

The established reputation of the organizations in front of representatives of civil society, media and other organizations, will be used for the benefit of the proposed project and will guarantee close involvement of these stakeholders in all processes.

EU and UNDP have established positive working relations with all international partners within and outside of the scope.

1.9. Duration and indicative action plan for implementing the action

The duration of the action will be 18 months

Year One/ Activity	1	2	3	4	5	6	7	8	9	10	11	12
Preparation - Monitoring of the pre-electoral campaign	X											
Execution - Monitoring of the pre-electoral campaign	X	X										
Supporting the development of the Georgian Public Broadcasting during the election and post-election campaign												
1. Election Editorial Training	X	X										
2. Moambe Guidelines Implementation			X			X						
3. Editorial management Monitoring												
4. Consultancy to the Board on Coverage Monitoring			X									
5. Journalism skills criteria	X											
6. Lessons learned and Recommendations			X	X		X						

Developing Preparation and Execution - Capacity of the civil society organizations in Media Monitoring													
- Training Needs assessment							X	X					
- Identification of the partner								X					
- Design and development of the materials									X	X			
- Training delivery												X	X

Year Two/ Activity	1	2	3	4	5	6	7	8	9	10	11	12
Execution - CSO Capacity Development in Media Monitoring												
- Training delivery	X	X	X	X								
- Impact Assessment						X						

1.10. Sustainability (max 3 pages)

□ 1.10.1 The main preconditions and assumptions during and after the implementation phase

There are a number of preconditions to be met for the project to be implemented in a consistent and effective manner. Unfortunately, the major precondition –a political stability is outside of the immediate UNDP influence. However, the action in general serves the purpose of promoting the stability in the medium- and longer-term perspective. The extent of cooperation with the Broadcasting stakeholders will also define the success of the action. Therefore another important precondition is the confidence of all stakeholders into this process and their willingness to cooperate with EU and UNDP. The record of the organizations has already secured them the confidence and cooperation from many different partners.

A key assumption to make this action effective rests with the commitment of the broadcasting companies' management to have the free and independent media for the upcoming local self-government elections as well as for the future. Such will is strongly declared from the Georgian Public Broadcasting. It is hoped that this will materialize into a sincere cooperation with the GPB, and other organizations/companies.

□ 1.10.2 Risk analysis

Given the changing environment in the country, it will be essential for the action to respond quickly to the emerging needs and maintain overall flexibility in implementation. Even though EU and UNDP are well positioned to maintain control over the action, in an unstable environment a number of circumstances may hinder effective implementation. Even though it is outside of control to completely eliminate this risk, it can nevertheless be decreased by facilitating dialogue in a neutral manner, as well as by enhanced involvement of all stakeholders

in the process. It is also possible that neutrality of the experts is compromised in the eyes of certain groups of society. Also, there are chances that if a political temperature goes too high, the objective and neutral discussions may at times turn into heated political debates. In such cases, there might be attempts to pass the burden to EU and UNDP. In case of such situations, both organizations should be well-prepared involving actively their respective communication experts to effectively manage the situation. Both organizations have very experienced staff to deal with such hypothetical situations if need be.

□ **1.10.3 Sustainability of the proposed action**

Financial sustainability

Through its focus on capacity-building of Georgian Public Broadcasting and Civil Society Organizations, the project aims to develop the lasting skills which can then be implemented by individual participants in the workplace without the need for any other investment at the later stage. Nevertheless, if additional training needs will be identified the training methodology and materials will rest with them and thus it will not need outside investment. At the same time if the consolidated training unit/association will be created, it might need very small investment to actually conduct the trainings for other journalists and get additional sources of income. The improved skills of the journalists will eventually develop other broadcasting companies, which will be able to ensure financial sustainability.

Institutional level

The sustainability of the action is to be achieved through neutral facilitation and involvement of all interested parties in the process. The process to be followed will serve as a guarantee that all participants have a sense of ownership of the product that will foster the sustainability of the intervention. The training will aim to create a learning culture in all the involved organizations which will serve as the basis for establishing the system and structure needed to ensure the ongoing professional support.

To magnify the effect of the intervention, the special emphasize will be put on involving young journalists and even students of the faculty of journalism, from different higher education institutions, in all of the activities, as the investment in young professionals will bring the highest benefits.

Increased public awareness is also a sustainable activity by its nature. Thus, if at any stage of the project the Project Board decides to widely publicize its activities that would provide additional contribution towards the sustainability.

Policy level

The project will aim to bring changes in independent media coverage, media monitoring and capacity building. The management of the beneficiary parties will utilize best practices and develop resources for further enhancement. The project will concentrate its effort to enhance the constructive role of the media through objective coverage of important and interesting issues.

1.11. Logical framework

ENCLOSED (ANNEX 1)

2. BUDGET FOR THE ACTION

ENCLOSED (ANNEX 2)

EXPECTED SOURCES OF FUNDING

ENCLOSED (ANNEX 2)

EXPERIENCE OF SIMILAR ACTIONS

Maximum 1 page per action. Please provide a detailed description of actions managed by your organisation over the past three years. This information will be used to assess whether you have sufficient and stable experience of managing actions in the same sector and of a comparable scale to the one for which a grant is being requested.

Project title: Support to Elections (2003-2004)		Sector: 15. Government and Civil Society Sub-sector – 15161. Elections			
Location of the action	Cost of the action (EUR)	lead manager or partner	Donors to the action (name) ⁹	Amount contributed (by donor)	Dates (from dd/mm/yyyy to dd/mm/yyyy)
Georgia	EUR 2,472,172	UNDP	UNDP	\$ 59,089.00	26/08/2003-07/06/2004
			OSCE	\$ 83,709.05	27/01/2004-19/03/2004
			Turkey	\$ 20,000.00	7/6/2004
			Netherlands	\$ 62,525.00	26/08/2003
			Germany	\$ 48,076.35	22/10/2003-11/12/2003
			EC	\$ 247,191.01	15/04/2004
Objectives and results of the action		<ul style="list-style-type: none"> - Facilitating the coordination of election-related activities; - Providing recommendations for the improvement of the legal base in the long-term while at that stage focusing on the actual implementation of the Unified Electoral Code (UEC); Strengthening the technical capacity of the Electoral Administration including provision of necessary equipment and training; - Supporting a voter awareness/education campaign, and - Undertaking a campaign to promote women's participation in the electoral process 			

⁹ If the Donor is the European Commission or an EU Member State, please specify the EC budget line, EDF or EU Member State.

Project title: Support to the Electoral Administration of Georgia in Preparation to the Local Self-Governance Elections (2006)		Sector: 15. Government and Civil Society Sub-sector – 15161. Elections			
Location of the action	Cost of the action (EUR)	lead manager or partner	Donors to the action (name)¹⁰	Amount contributed (by donor)	Dates (from dd/mm/yyyy to dd/mm/yyyy)
Georgia	EUR 12,122.02	UNDP	UNDP	\$ 15,581.00	15/06/2006 – 15/12/2006
Objectives and results of the action		<ul style="list-style-type: none"> - Improving existing training plans and activities; - Assisting in delivery of actual training of trainers; - Helping with final evaluation of the training courses; - Providing final lessons learned and recommendations to the CEC 			

¹⁰ If the Donor is the European Commission or an EU Member State, please specify the EC budget line, EDF or EU Member State.

Project title: CAPACITY ENHANCEMENT OF ELECTORAL ADMINISTRATION IN PREPARATION OF PRESIDENTIAL AND PARLIAMENTARY ELECTIONS OF 2008 (2007-2008)		Sector: 15. Government and Civil Society Sub-sector – 15161. Elections			
Location of the action	Cost of the action (EUR)	lead manager or partner	Donors to the action (name)¹¹	Amount contributed (by donor)	Dates (from dd/mm/yyyy to dd/mm/yyyy)
Georgia	EUR 117,138.34	UNDP	UNDP	\$ 145,388.00	1/06/2007 – 31/01/2008
			GOV	\$ 12,056.00	1/06/2007 – 31/01/2008
Objectives and results of the action		<ul style="list-style-type: none"> - Training of mid- and lower-level Electoral Administration and respective support staff for the Presidential elections - Assessment of needs for Electoral Administration (EA); - Preparation of Training Materials - Training of Facilitators - Training of District Election Commission (DEC) members; - Training of Trainers and PEC members 			

¹¹ If the Donor is the European Commission or an EU Member State, please specify the EC budget line, EDF or EU Member State.
2008

Project title: Developing Capacities of Democratic Institutions for Fair Electoral Processes and Active Civil Participation (2008-2009)					
Sector: 15. Government and Civil Society					
Sub-sector – 15161. Elections					
Location of the action	Cost of the action (EUR)	lead manager or partner	Donors to the action (name) ¹²	Amount contributed (by donor)	Dates (from dd/mm/yyyy to dd/mm/yyyy)
Georgia	EUR 1,866,897	UNDP	UNDP	\$ 304,631.00	1/02/2008 - 30/09/2009
			GOV	\$ 757,464.00	1/02/2008 - 30/09/2009
			EC	\$ 1,806,479.56	1/02/2008 - 30/09/2009
Objectives and results of the action		<ul style="list-style-type: none"> - Capacity development of the EA including training at all levels of EA and its support staff using BRIDGE methodology - Revision of the Unified Electoral Code to contribute to development of improved legislative framework for elections - Conducting public awareness campaign for Parliamentary Elections and Ajara Supreme Council Elections of 2008; - Facilitate active participation of Georgian citizens in decision making process through the advocacy trainings 			

¹² If the Donor is the European Commission or an EU Member State, please specify the EC budget line, EDF or EU Member State.
2008

Project title: Promoting Dialogue and Capacity for Effective National Electoral Processes				
Sector: 15. Government and Civil Society				
Sub-sector – 15161. Elections				
Cost of the action (EUR)	lead manager or partner	Donors to the action (name)¹³	Amount contributed (by donor)	Dates (from dd/mm/yyyy to dd/mm/yyyy)
EUR 960,000	UNDP	EC	EUR 960,000	01/10/2009-31/12/2010
Objectives and results of the action		<ol style="list-style-type: none"> 1. A revised UEC, with clearly formulated provisions, acknowledged by national electoral stakeholders including key decision-makers and political parties (opposition included); 2. An Electoral Administration fully aware of the legal framework and technically ready to effectively administer free and fair elections of local self-governance in 2010; 3. An increased awareness of the electoral process among electoral stakeholders such as courts, media, domestic observers and public in general, including ethnic minorities. 		

¹³ If the Donor is the European Commission or an EU Member State, please specify the EC budget line, EDF or EU Member State.

II. THE APPLICANT

EuropeAid ID number¹⁴	N/A
Name of the organisation	United Nations Development Program (UNDP) in Georgia

Information requested under this point need only be given in cases where there have been modifications or additions as compared to the information given in the Concept note form.

1. IDENTITY

Legal Entity File number¹⁵	6000055554
Abbreviation	UNDP
Registration Number (or equivalent)	United Nations General Assembly Resolution 2029(XX)
Date of Registration	1966
Place of Registration	N/A
Official address of Registration	One United Nations Plaza, New York, 10017 NY, USA
Country of Registration¹⁶/ Nationality¹⁷	N/A
E-mail address of the Organisation	registry.ge@undp.org
Telephone number: Country code + city code + number	+99532 25 11 26
Fax number: Country code + city code + number	+99532 25 02 71/72
Website of the Organisation	www.undp.org ; www.undp.org.ge

¹⁴ This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit http://ec.europa.eu/europeaid/work/onlineservices/pador/index_en.htm

¹⁵ If the applicant has already signed a contract with the European Commission

¹⁶ For organisations. If not in one of the countries listed in section 2.1.1 of the Guidelines, please justify its location

¹⁷ For individuals. If not in one of the countries listed in section 2.1.1 of the Guidelines, please justify its location

Point 2, 3 and 4 of section II below must only be filled in by applicants who have been granted derogations from registration in PADOR.
All other applicants must encode this information under their PADOR registration.

2. PROFILE

Legal status	International Organization
Profit-Making	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
NGO	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Value based¹⁸	<input type="checkbox"/> Political <input type="checkbox"/> Religious <input type="checkbox"/> Humanistic <input checked="" type="checkbox"/> Neutral
Is your organisation linked with another entity?	<input type="checkbox"/> Yes, parent entity: (please specify its EuropeAid ID:.....) <input type="checkbox"/> Yes, controlled entity(ies) <input checked="" type="checkbox"/> No, independent

2.1. Category

Category¹⁹	Public <input type="checkbox"/> Public Administration <input type="checkbox"/> Decentralised representatives of Sovereign States <input checked="" type="checkbox"/> International Organisation <input type="checkbox"/> Judicial Institution <input type="checkbox"/> Local Authority <input type="checkbox"/> Implementation Agency <input type="checkbox"/> University/Education <input type="checkbox"/> Research Institute <input type="checkbox"/> Think Tank <input type="checkbox"/> Foundation <input type="checkbox"/> Association <input type="checkbox"/> Media <input type="checkbox"/> Network/Federation <input type="checkbox"/> Professional and/or Industrial Organisation <input type="checkbox"/> Trade Union <input type="checkbox"/> Cultural Organisation <input type="checkbox"/> Commercial Organisation	Private <input type="checkbox"/> Implementation Agency <input type="checkbox"/> University/Education <input type="checkbox"/> Research Institute <input type="checkbox"/> Think Tank <input type="checkbox"/> Foundation <input type="checkbox"/> Association <input type="checkbox"/> Media <input type="checkbox"/> Network/Federation <input type="checkbox"/> Professional and/or Industrial Organisation <input type="checkbox"/> Trade Union <input type="checkbox"/> Cultural Organisation <input type="checkbox"/> Commercial Organisation <input type="checkbox"/> Other Non State Actor
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¹⁸ Please choose only one set of values.

¹⁹ Please specify 1) the Sector to which your organisation belongs, as defined in its statutes (or equivalent document): Public (established and/or funded by a public body) OR Private (established and/or funded by a private entity); 2) in the appropriate column, the Category to which your organisation belongs (ONE CHOICE ONLY).

2.2. Sector(s)²⁰

<input checked="" type="checkbox"/>	11		Education
<input checked="" type="checkbox"/>		111	Education, level unspecified
<input checked="" type="checkbox"/>		11110	Education Policy & Admin. Management
<input checked="" type="checkbox"/>		11120	Education Facilities And Training
<input checked="" type="checkbox"/>		11130	Teacher Training
<input type="checkbox"/>		11182	Educational Research
<input type="checkbox"/>	112		Basic education
<input type="checkbox"/>		11220	Primary Education
<input type="checkbox"/>		11230	Basic life skills for youth and adults
<input type="checkbox"/>		11240	Early childhood education
<input type="checkbox"/>	113		Secondary education
<input type="checkbox"/>		11320	Secondary education
<input type="checkbox"/>		11330	Vocational Training
<input type="checkbox"/>	114		Post-secondary education
<input type="checkbox"/>		11420	Higher Education
<input type="checkbox"/>		11430	Advanced Tech. & Managerial Training
<input checked="" type="checkbox"/>	12		Health
<input checked="" type="checkbox"/>		121	Health, general
<input checked="" type="checkbox"/>		12110	Health Policy & Admin. Management
<input type="checkbox"/>		12181	Medical education/training
<input type="checkbox"/>		12182	Medical Research
<input type="checkbox"/>		12191	Medical Services
<input type="checkbox"/>	122		Basic health
<input type="checkbox"/>		12220	Basic Health Care
<input type="checkbox"/>		12230	Basic Health Infrastructure
<input type="checkbox"/>		12240	Basic Nutrition
<input type="checkbox"/>		12250	Infectious Disease Control
<input type="checkbox"/>		12261	Health Education
<input type="checkbox"/>		12281	Health Personnel Development
<input checked="" type="checkbox"/>	13		Population programmes
<input type="checkbox"/>		130	Population polices/programs and reproductive health
<input type="checkbox"/>		13010	Population Policy And Admin. Mgmt
<input type="checkbox"/>		13020	Reproductive Health Care
<input type="checkbox"/>		13030	Family planning
<input checked="" type="checkbox"/>		13040	Std Control Including HIV/Aids
<input type="checkbox"/>		13081	Personnel development for population & reproductive health
<input checked="" type="checkbox"/>	14		Water Supply and Sanitation
<input checked="" type="checkbox"/>		140	Water supply and sanitation
<input checked="" type="checkbox"/>		14010	Water Resources Policy/Admin. Mgmt
<input checked="" type="checkbox"/>		14015	Water Resources Protection
<input type="checkbox"/>		14020	Water supply & sanitation - Large systems
<input checked="" type="checkbox"/>		14030	Basic drinking water supply & basic sanitation
<input checked="" type="checkbox"/>		14040	River Development
<input checked="" type="checkbox"/>		14050	Waste Management/Disposal
<input checked="" type="checkbox"/>		14081	Education & training in water supply and sanitation
<input checked="" type="checkbox"/>	15		Government and Civil Society
<input checked="" type="checkbox"/>		151	Government and civil society, general
<input checked="" type="checkbox"/>		15110	Economic and development policy/planning

²⁰ Please tick the box for each sector your organisation has been active in the past 7 years. The sectors come from the DAC list set up by the OECD.

X			15120	Public sector financial management
X			15130	Legal and judicial development
X			15140	Government administration
X			15150	Strengthening civil society
X			15161	Elections
X			15162	Human Rights
X			15163	Free Flow Of Information
X			15164	Women's equality organisations and institutions
X		152		Conflict prevention an resolution, peace and security
X			15210	Security system management and reform
X			15220	Civilian peace-building, conflict prevention and resolution
X			15230	Post-conflict peace-building (UN)
X			15240	Reintegration and SALW control
<input type="checkbox"/>			15250	Land mine clearance
<input type="checkbox"/>			15261	Child soldiers (prevention and demobilisation)
X	16			Other Social Infrastructure and Service
X			16010	Social/welfare services
X			16020	Employment policy and admin. mgmt.
X			16030	Housing policy and admin. management
<input type="checkbox"/>			16040	Low-cost housing
<input type="checkbox"/>			16050	Multisector aid for basic social services
<input type="checkbox"/>			16061	Culture and recreation
X			16062	Statistical capacity building
X			16063	Narcotics control
X			16064	Social mitigation of HIV/AIDS
<input type="checkbox"/>	21			Transport and Storage
<input type="checkbox"/>		210		Transport and storage
<input type="checkbox"/>			21010	Transport Policy & Admin. Management
<input type="checkbox"/>			21020	Road Transport
<input type="checkbox"/>			21030	Rail Transport
<input type="checkbox"/>			21040	Water Transport
<input type="checkbox"/>			21050	Air Transport
<input type="checkbox"/>			21061	Storage
<input type="checkbox"/>			21081	Education & Training In Transport & Storage
X	22			Communications
X		220		Communications
X			22010	Communications Policy & Admin. Mgmt
<input type="checkbox"/>			22020	Telecommunications
X			22030	Radio/Television/Print Media
X			22040	Information and communication technology (ICT)
X	23			Energy
X		230		Energy generation and supply
X			23010	Energy Policy And Admin. Management
X			23020	Power Generation/Non-Renewable Sources
X			23030	Power Generation/Renewable Sources
X			23040	Electrical Transmission/Distribution
<input type="checkbox"/>			23050	Gas distribution
<input type="checkbox"/>			23061	Oil-Fired Power Plants
<input type="checkbox"/>			23062	Gas-Fired Power Plants
<input type="checkbox"/>			23063	Coal-Fired Power Plants
<input type="checkbox"/>			23064	Nuclear Power Plants
X			23065	Hydro-electric Power Plants
X			23066	Geothermal energy

X			23067	Solar energy
X			23068	Wind power
<input type="checkbox"/>			23069	Ocean power
X			23070	Biomass
X			23081	Energy education/training
X			23082	Energy research
<input type="checkbox"/>	24			Banking and Financial Services
<input type="checkbox"/>		240		Banking and financial services
<input type="checkbox"/>			24010	Financial Policy & Admin. Management
<input type="checkbox"/>			24020	Monetary institutions
<input type="checkbox"/>			24030	Formal Sector Financial Institutions
<input type="checkbox"/>			24040	Informal/Semi-Formal Financial intermediaries
<input type="checkbox"/>			24081	Education/trng in banking & fin. services
<input type="checkbox"/>	25			Business and Other Services
<input type="checkbox"/>		250		Business and other services
<input type="checkbox"/>			25010	Business support services and institutions
<input type="checkbox"/>			25020	Privatisation
X	31			Agriculture, Forestry and Fishing
X		311		Agriculture
<input type="checkbox"/>			31110	Agricultural Policy And Admin. Mgmt
<input type="checkbox"/>			31120	Agricultural development
<input type="checkbox"/>			31130	Agricultural Land Resources
<input type="checkbox"/>			31140	Agricultural Water Resources
<input type="checkbox"/>			31150	Agricultural inputs
<input type="checkbox"/>			31161	Food Crop Production
<input type="checkbox"/>			31162	Industrial Crops/Export Crops
<input type="checkbox"/>			31163	Livestock
<input type="checkbox"/>			31164	Agrarian reform
<input type="checkbox"/>			31165	Agricultural alternative development
X			31166	Agricultural extension
X			31181	Agricultural Education/Training
<input type="checkbox"/>			31182	Agricultural Research
X			31191	Agricultural services
<input type="checkbox"/>			31192	Plant and post-harvest protection and pest control
<input type="checkbox"/>			31193	Agricultural financial services
<input type="checkbox"/>			31194	Agricultural co-operatives
<input type="checkbox"/>			31195	Livestock/Veterinary Services
X		312		Forestry
X			31210	Forestry Policy & Admin. Management
X			31220	Forestry development
<input type="checkbox"/>			31261	Fuel wood/charcoal
X			31281	Forestry education/training
<input type="checkbox"/>			31282	Forestry research
<input type="checkbox"/>			31291	Forestry services
<input type="checkbox"/>		313		Fishing
<input type="checkbox"/>			31310	Fishing Policy And Admin. Management
<input type="checkbox"/>			31320	Fishery development
<input type="checkbox"/>			31381	Fishery education/training
<input type="checkbox"/>			31382	Fishery research
<input type="checkbox"/>			31391	Fishery services
X	32			Industry, Mining and Construction
<input type="checkbox"/>		321		Industry
<input type="checkbox"/>			32110	Industrial Policy And Admin. Mgmt

X			32120	Industrial development
X			32130	Small and medium-sized enterprises (SME) development
<input type="checkbox"/>			32140	Cottage industries and handicraft
<input type="checkbox"/>			32161	Agro-Industries
<input type="checkbox"/>			32162	Forest industries
<input type="checkbox"/>			32163	Textiles - leather & substitutes
<input type="checkbox"/>			32164	Chemicals
<input type="checkbox"/>			32165	Fertilizer plants
<input type="checkbox"/>			32166	Cement/lime/plaster
<input type="checkbox"/>			32167	Energy manufacturing
<input type="checkbox"/>			32168	Pharmaceutical production
<input type="checkbox"/>			32169	Basic metal industries
<input type="checkbox"/>			32170	Non-ferrous metal industries
<input type="checkbox"/>			32171	Engineering
<input type="checkbox"/>			32172	Transport equipment industry
<input type="checkbox"/>			32182	Technological research and development
<input type="checkbox"/>		322		Mineral resources and mining
<input type="checkbox"/>			32210	Mineral/Mining Policy & Admin. Mgmt
<input type="checkbox"/>			32220	Mineral Prospection And Exploration
<input type="checkbox"/>			32261	Coal
<input type="checkbox"/>			32262	Oil and gas
<input type="checkbox"/>			32263	Ferrous metals
<input type="checkbox"/>			32264	Non-ferrous metals
<input type="checkbox"/>			32265	Precious metals/materials
<input type="checkbox"/>			32266	Industrial minerals
<input type="checkbox"/>			32267	Fertilizer minerals
<input type="checkbox"/>			32268	Offshore minerals
<input type="checkbox"/>		323		Construction
<input type="checkbox"/>			32310	Construction Policy And Admin. Mgmt
X	33			Trade and Tourism
X		331		Trade policy and regulation
X			33110	Trade Policy And Admin. Management
X			33120	Trade facilitation
X			33130	Regional trade agreements (RTAs)
X			33140	Multilateral trade negotiation
X			33181	Trade education & training
X		332		Tourism
X			33210	Tourism Policy And Admin. Management
X	41			General Environment Protection
X		410		General environmental protection
X			41010	Environmental Policy And Admin. Mgmt
X			41020	Biosphere protection
X			41030	Bio-diversity
X			41040	Site Preservation
X			41050	Flood Prevention/Control
X			41081	Environmental education/training
X			41082	Environmental research
<input type="checkbox"/>		43		Other multisector
<input type="checkbox"/>		430		Other multisector
<input type="checkbox"/>			43010	Multisector Aid
X			43030	Urban Development And Management
X			43040	Rural Development
<input type="checkbox"/>			43050	Non-agricultural alternative development

<input type="checkbox"/>		43081	Multisector education/training
<input type="checkbox"/>		43082	Research/scientific institutions
<input type="checkbox"/>	51		General budget support
<input type="checkbox"/>		510	General budget support
<input type="checkbox"/>		51010	General budget support
<input type="checkbox"/>	52		Development food aid/food security
<input type="checkbox"/>		520	Development food aid/food security assistance
<input type="checkbox"/>		52010	Food Aid / Food Security Programmes
<input type="checkbox"/>	53		Other commodity assistance
<input type="checkbox"/>		530	Other commodity assistance
<input type="checkbox"/>		53030	Import support (capital goods)
<input type="checkbox"/>		53040	Import support (commodities)
<input type="checkbox"/>	60		Action relating to debt
<input type="checkbox"/>		600	Action relating to debt
<input type="checkbox"/>		60010	Action relating to debt
<input type="checkbox"/>		60020	Debt forgiveness
<input type="checkbox"/>		60030	Relief of multilateral debt
<input type="checkbox"/>		60040	Rescheduling and refinancing
<input type="checkbox"/>		60061	Debt for development swap
<input type="checkbox"/>		60062	Other debt swap
<input type="checkbox"/>		60063	Debt buy-back
<input type="checkbox"/>	72		Emergency and distress relief
<input type="checkbox"/>		720	Emergency and distress relief
<input type="checkbox"/>		72010	Material relief assistance and services
<input type="checkbox"/>		72040	Emergency food aid
<input type="checkbox"/>		72050	Relief coordination; protection and support services
<input checked="" type="checkbox"/>	73		Reconstruction relief and rehabilitation
<input checked="" type="checkbox"/>		730	Reconstruction relief and rehabilitation
<input checked="" type="checkbox"/>		73010	Reconstruction relief and rehabilitation
<input checked="" type="checkbox"/>	74		Disaster prevention and preparedness
<input checked="" type="checkbox"/>		740	Disaster prevention and preparedness
<input checked="" type="checkbox"/>		74010	Disaster prevention and preparedness
<input type="checkbox"/>	91		Administrative costs of donors
<input type="checkbox"/>		910	Administrative costs of donors
<input type="checkbox"/>		91010	Administrative Costs
<input checked="" type="checkbox"/>	92		Support to NGO
<input checked="" type="checkbox"/>		920	Support to NGO
<input checked="" type="checkbox"/>		92010	Support to national NGOs
<input type="checkbox"/>		92020	Support to international NGOs
<input type="checkbox"/>		92030	Support to local and regional NGOs
<input type="checkbox"/>	93		Refugees
<input type="checkbox"/>		930	Refugees (in donor countries)
<input type="checkbox"/>		93010	Refugees (in donor countries)
<input type="checkbox"/>	99		Unallocated/unspecified
<input type="checkbox"/>		998	Unallocated/unspecified
<input type="checkbox"/>		99810	Sectors Not Specified
<input type="checkbox"/>		99820	Promotion of Development Awareness

2.3. Target group(s)

- All
- Child soldiers
- Children (less than 18 years old)
- Community Based Organisation(s)
- Consumers
- Disabled
- Drug consumers
- Educational organisations (school, universities)
- Elderly people
- Illness affected people (Malaria, Tuberculosis, HIV/AIDS)
- Indigenous peoples
- Local authorities
- Migrants
- Non Governmental Organisations
- Prisoners
- Professional category
- Refugees and displaced
- Research organisations/Researchers
- SME/SMI
- Students
- Urban slum dwellers
- Victims of conflicts/catastrophies
- Women
- Young people
- Other (please specify): national authorities, mass-media

3. CAPACITY TO MANAGE AND IMPLEMENT ACTIONS

3.1. Experience by Sector (for each sector selected in 2.2.)

Sector	Year(s) of Experience	Experience in the past 7 years	Number of Projects in the past 7 years	Estimated Amount (in thousand Euros) in the past 7 years
11. Education	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input checked="" type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input checked="" type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input checked="" type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
12. Health	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input checked="" type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input checked="" type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input checked="" type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
13. Population programmes	<input type="checkbox"/> Less than 1 <input checked="" type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input checked="" type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input checked="" type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input checked="" type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
14. Water Supply and Sanitation	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input checked="" type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input checked="" type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input checked="" type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
15. Government and Civil Society	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input checked="" type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input checked="" type="checkbox"/> 1000+

				<input type="checkbox"/> Unknown
16. Other Social Infrastructure and Service	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input checked="" type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input checked="" type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
22. Communications	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input checked="" type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input checked="" type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input checked="" type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input checked="" type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
23. Energy	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input checked="" type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input checked="" type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
31. Agriculture, Forestry and Fishing	<input type="checkbox"/> Less than 1 <input checked="" type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input checked="" type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input checked="" type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input checked="" type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
32. Industry, Mining and Construction	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input checked="" type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input checked="" type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input checked="" type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input checked="" type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
33. Trade and Tourism	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input checked="" type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input checked="" type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input checked="" type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input checked="" type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
41. General	<input type="checkbox"/> Less than 1	<input type="checkbox"/> Less than 1 year	<input type="checkbox"/> 1 to 5	<input type="checkbox"/> Less than 1

Environment Protection	<input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> 6 to 10 <input checked="" type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input checked="" type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
73. Reconstruction relief and rehabilitation	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input checked="" type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input checked="" type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
74. Disaster prevention and preparedness	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input checked="" type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input checked="" type="checkbox"/> 4 to 7 years <input type="checkbox"/> 7 years +	<input checked="" type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input checked="" type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input type="checkbox"/> 1000+ <input type="checkbox"/> Unknown
92. Support to NGO	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input checked="" type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input checked="" type="checkbox"/> 1000+ <input type="checkbox"/> Unknown

3.2. Experience by Geographical area (country or region)

By Geographical area (country or region)	Year(s) of Experience	Number of Projects in this geographical area in the past 7 years	Estimated Amount (in thousand Euros) invested in this geographical area in the past 7 years
Georgia	<input type="checkbox"/> Less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 4 to 7 years <input checked="" type="checkbox"/> 7 years +	<input type="checkbox"/> 1 to 5 <input type="checkbox"/> 6 to 10 <input type="checkbox"/> 11 to 20 <input type="checkbox"/> 21 to 50 <input checked="" type="checkbox"/> 51 to 200 <input type="checkbox"/> 200 to 500 <input type="checkbox"/> 500+	<input type="checkbox"/> Less than 1 <input type="checkbox"/> 1 to 5 <input type="checkbox"/> 5 to 20 <input type="checkbox"/> 20 to 50 <input type="checkbox"/> 50 to 100 <input type="checkbox"/> 100 to 300 <input type="checkbox"/> 300 to 1.000 <input checked="" type="checkbox"/> 1000+ <input type="checkbox"/> Unknown

Indicative list of regions

- Europe EU
- Europe non-EU
- Eastern Europe
- Central America
- South America
- South-East Asia
- North-East Asia
- South Asia
- Central Asia
- Mediterranean
- Gulf Countries
- Eastern Africa
- Central Africa
- Western Africa
- Southern Africa
- Indian Ocean
- Caribbean
- Pacific

Cross-reference of experience by Sector and by Geographical area:

Sector(s) (as selected in 2.2)	Geographical area(s) (country or region, as identified previously)
11. Education	Georgia
12. Health	Georgia
13. Population programmes	Georgia
14. Water Supply and Sanitation	Georgia
15. Government and Civil Society	Georgia
16. Other Social Infrastructure and Service	Georgia
22. Communications	Georgia
23. Energy	Georgia
31. Agriculture, Forestry and Fishing	Georgia
32. Industry, Mining and Construction	Georgia
33. Trade and Tourism	Georgia
41. General Environment Protection	Georgia
73. Reconstruction relief and rehabilitation	Georgia
74. Disaster prevention and preparedness	Georgia
92. Support to NGO	Georgia

3.3. Resources

3.3.1 Financial data. Please provide the following information, if applicable, on the basis of the profit and loss account and balance sheet of your organisation, amounts in thousand Euros

Year	Turnover or equivalent	Net earnings or equivalent	Total balance sheet or budget	Shareholders' equity or equivalent	Medium and long-term debt	Short-term debt (< 1 year)
N ²¹						
N-1						
N-2						

3.3.2. Financing Source(s) (please tick the source(s) of the revenues of your organisation and specify the additional information requested)

Year	Source	Percentage (total for a given year must be equal to 100%)	Number of fee-paying members (only for source = Member's fees)
N	<input checked="" type="checkbox"/> EU Commission		N/A
N	<input checked="" type="checkbox"/> Member States Public Bodies		N/A
N	<input checked="" type="checkbox"/> Third Countries Public Bodies		N/A
N	<input checked="" type="checkbox"/> United Nations		N/A
N	<input checked="" type="checkbox"/> Other International Organisation(s)		N/A
N	<input type="checkbox"/> Private Sector		N/A
N	<input type="checkbox"/> Member's fees		
N	<input type="checkbox"/> Other (please specify):		N/A
N	Total	100%	N/A

²¹ N = previous financial year

Year	Source	Percentage (total for a given year must be equal to 100%)	Number of fee-paying members (only for source = Member's fees)
N – 1	<input checked="" type="checkbox"/> EU Commission		N/A
N – 1	<input checked="" type="checkbox"/> Member States Public Bodies		N/A
N – 1	<input checked="" type="checkbox"/> Third Countries Public Bodies		N/A
N – 1	<input checked="" type="checkbox"/> United Nations		N/A
N – 1	<input checked="" type="checkbox"/> Other International Organisation(s)		N/A
N – 1	<input type="checkbox"/> Private Sector		N/A
N – 1	<input type="checkbox"/> Member's fees		
N – 1	<input type="checkbox"/> Other (please specify):		N/A
N – 1	Total	100%	N/A
N – 2	<input checked="" type="checkbox"/> EU Commission		N/A
N – 2	<input checked="" type="checkbox"/> Member States Public Bodies		N/A
N – 2	<input checked="" type="checkbox"/> Third Countries Public Bodies		N/A
N – 2	<input checked="" type="checkbox"/> United Nations		N/A
N – 2	<input checked="" type="checkbox"/> Other International Organisation(s)		N/A
N – 2	<input type="checkbox"/> Private Sector		N/A
N – 2	<input type="checkbox"/> Member's fees		
N – 2	<input type="checkbox"/> Other (please specify):		N/A
N – 2	Total	100%	N/A

[Furthermore, where the grant requested exceeds EUR 500 000 (EUR 100 000 for an operating grant), please provide the references of the external audit report established by an approved auditor for the last financial year available. This obligation does not apply to international organisations nor to public bodies. To be inserted if the authorising officer, depending on his/her risk assessment, waive the requirement for the following categories: Nor does it apply to secondary and higher education establishments and beneficiaries who have accepted joint and several liabilities in the case of agreements with a number of beneficiaries]

Year	Name of approved auditor	Period of validity
N		From dd/mm/yyyy to dd/mm/yyyy
N – 1		From dd/mm/yyyy to dd/mm/yyyy
N – 2		From dd/mm/yyyy to dd/mm/yyyy

3.3.3. Number of staff (full-time equivalent) (please tick one option for each type of staff):

Type of staff	Paid	Unpaid
HQ Staff: recruited and based in Headquarters (located in Developed Country)	<input type="checkbox"/> < 10 <input type="checkbox"/> > 10 and < 50 <input type="checkbox"/> > 50 and < 100 <input checked="" type="checkbox"/> > 100 <input type="checkbox"/> N/A	<input type="checkbox"/> < 10 <input type="checkbox"/> > 10 and < 50 <input type="checkbox"/> > 50 and < 100 <input type="checkbox"/> > 100 <input type="checkbox"/> N/A
Expat Staff: recruited in Headquarters (located in Developed Country) and based in Developing Country	<input type="checkbox"/> < 10 <input checked="" type="checkbox"/> > 10 and < 50 <input type="checkbox"/> > 50 and < 100 <input type="checkbox"/> > 100 <input type="checkbox"/> N/A	<input type="checkbox"/> < 10 <input type="checkbox"/> > 10 and < 50 <input type="checkbox"/> > 50 and < 100 <input type="checkbox"/> > 100 <input type="checkbox"/> N/A
Local staff: recruited and based in Developing Country	<input type="checkbox"/> < 10 <input type="checkbox"/> > 10 and < 50 <input checked="" type="checkbox"/> > 50 and < 100 <input type="checkbox"/> > 100 <input type="checkbox"/> N/A	<input type="checkbox"/> < 10 <input type="checkbox"/> > 10 and < 50 <input type="checkbox"/> > 50 and < 100 <input type="checkbox"/> > 100 <input type="checkbox"/> N/A

4. LIST OF THE MANAGEMENT BOARD/COMMITTEE OF YOUR ORGANISATION

Name	Profession	Function	Country of Nationality	On the board since
Mr				
Ms				

III. PARTNERS OF THE APPLICANT PARTICIPATING IN THE ACTION

DESCRIPTION OF THE PARTNERS

This section must be completed **for each partner organisation** within the meaning of section 2.1.2 of the Guidelines for Applicants. Any associates as defined in the same section need not be mentioned. You must make as many copies of this table as necessary to create entries for more partners.

	Partner 1
EuropeAid ID number ²²	GE-2009-DWY-2105164261
Full legal name	Eurasia Partnership Foundation Caucasus Research Resource Centers

Partners that are registered in PADOR do not need to fill in the rest of this section which is **marked in grey**.

Date of Registration	March 23, 2007
Place of Registration	Georgia
Legal status ²³	Private Foundation
Official address of Registration ²⁴	3 Kavsadze St., Tbilisi, 0179, Georgia
Country of Registration ²⁵ / Nationality ²⁶	Georgia
Contact person	Dr. Hans Gutbrod
Telephone number: country code + city code + number	(995 32) 22 32 64
Fax number: country code + city code + number	(995 32) 22 32 64
E-mail address	hans@crrcenters.org

²² This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit http://ec.europa.eu/work/europeaid/onlineservices/pador/index_en.htm

²³ E.g. non profit making, governmental body, international organisation

²⁴ If not in one of the countries listed in section 2.1.1 of the Guidelines, please justify its location

²⁵ For organisations

²⁶ For individuals

Number of employees	36 permanent employees
Other relevant resources	CRRC has qualified team that has recently completed a large media research project in Georgia.
Experience of similar actions, in relation to the role in the implementation of the proposed action	<p>Strengthening the Media’s Role as a Watchdog Institution in Georgia - October-November, 2009 (funded by the EU)</p> <p>CRRC conducted comprehensive research of the Georgian media landscape, which included 1/ a desk research to summarize current findings from previous quality research on Georgian electronic and print media to establish some international context; 2/ media monitoring to establish quantitative benchmarks (airtime, balance, positive/negative coverage analysis) to track reporting according to international standards; 3/ a national media survey focusing on: What do Georgians expect from their electronic and print media? What do they actually get? How do they consume and evaluate it? What gaps are there? 4/ a survey of journalists and media managers to determine: How do media professionals’ self-perception compare with those of the general population? What gaps do they identify? 5/ Focus groups to identify how precisely respondents articulate the challenges that electronic media currently face; 6/ targeted expert interviews of journalists and media managers to ask more specific and sensitive questions that cannot be asked during focus groups.</p>
History of cooperation with the applicant	CRRC coordinated a study of economic relations between Armenia and Georgia in August-September, 2007, which was commissioned by the UNDP. The results of the study were published in the report “Study of economic relations between Georgia and Armenia: The Development of Regional Trade Related Growth in Samtskhe-Javakheti”.
Role and involvement in preparing the proposed action	CRRC has provided input on criteria and methodology of media monitoring.
Role and involvement in implementing the proposed action	Monitoring of the pre-electoral campaign at selected TV stations through designing specific methodology and criteria.

Important: This application form must be accompanied by a signed and dated partnership statement from each partner, in accordance with the model provided.

PARTNERSHIP STATEMENT

A partnership is a relationship of substance between two or more organisations involving shared responsibilities in undertaking the action funded by Delegation of the European Commission to Georgia (Contracting Authority). To ensure that the action runs smoothly, the Contracting Authority requires all partners to acknowledge this by agreeing to the principles of good partnership practice set out below.

1. All partners must have read the application form and understood what their role in the action will be before the application is submitted to the Contracting Authority.

2. All partners must have read the standard grant contract and understood what their respective obligations under the contract will be if the grant is awarded. They authorise the lead applicant to sign the contract with the Contracting Authority and represent them in all dealings with the Contracting Authority in the context of the action's implementation.
3. The applicant must consult with its partners regularly and keep them fully informed of the progress of the action.
4. All partners must receive copies of the reports - narrative and financial - made to the Contracting Authority.
5. Proposals for substantial changes to the action (e.g. activities, partners, etc.) should be agreed by the partners before being submitted to the Contracting Authority. Where no such agreement can be reached, the applicant must indicate this when submitting changes for approval to the Contracting Authority.
6. Where the Beneficiary does not have its headquarters in the country where the action is implemented, the partners must agree before the end of the action, on an equitable distribution of equipment, vehicles and supplies for the action purchased with the EU grant among local partners or the final beneficiaries of the action.

I have read and approved the contents of the proposal submitted to the Contracting Authority. I undertake to comply with the principles of good partnership practice.

Name:	Dr. Hans Gutbrod
Organisation:	Eurasia Partnership Foundation Caucasus Research Resource Centers
Position:	Regional Director
Signature:	
Date and place:	

DESCRIPTION OF THE PARTNERS

This section must be completed **for each partner organisation** within the meaning of section 2.1.2 of the Guidelines for Applicants. Any associates as defined in the same section need not be mentioned. You must make as many copies of this table as necessary to create entries for more partners.

	Partner 2
EuropeAid ID number ²⁷	????
Full legal name	British Broadcasting Corporation

Partners that are registered in PADOR do not need to fill in the rest of this section which is **marked in grey**.

Date of Registration	????
Place of Registration	Great Britain
Legal status ²⁸	????
Official address of Registration ²⁹	?????
Country of Registration ³⁰ / Nationality ³¹	Great Britain

²⁷ This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit http://ec.europa.eu/work/europeaid/onlineservices/pador/index_en.htm

²⁸ E.g. non profit making, governmental body, international organisation

²⁹ If not in one of the countries listed in section 2.1.1 of the Guidelines, please justify its location

³⁰ For organisations

³¹ For individuals

Contact person	???
Telephone number: country code + city code + number	???
Fax number: country code + city code + number	???
E-mail address	???
Number of employees	???
Other relevant resources	???
Experience of similar actions, in relation to the role in the implementation of the proposed action	???
History of cooperation with the applicant	???
Role and involvement in preparing the proposed action	???
Role and involvement in implementing the proposed action	???

Important: This application form must be accompanied by a signed and dated partnership statement from each partner, in accordance with the model provided.

PARTNERSHIP STATEMENT

A partnership is a relationship of substance between two or more organisations involving shared responsibilities in undertaking the action funded by Delegation of the European Commission to Georgia (Contracting Authority). To ensure that the action runs smoothly, the Contracting Authority requires all partners to acknowledge this by agreeing to the principles of good partnership practice set out below.

1. All partners must have read the application form and understood what their role in the action will be before the application is submitted to the Contracting Authority.
2. All partners must have read the standard grant contract and understood what their respective obligations under the contract will be if the grant is awarded. They authorise the lead applicant to sign the contract with the Contracting Authority and represent them in all dealings with the Contracting Authority in the context of the action's implementation.
3. The applicant must consult with its partners regularly and keep them fully informed of the progress of the action.

4. All partners must receive copies of the reports - narrative and financial - made to the Contracting Authority.
5. Proposals for substantial changes to the action (e.g. activities, partners, etc.) should be agreed by the partners before being submitted to the Contracting Authority. Where no such agreement can be reached, the applicant must indicate this when submitting changes for approval to the Contracting Authority.
6. Where the Beneficiary does not have its headquarters in the country where the action is implemented, the partners must agree before the end of the action, on an equitable distribution of equipment, vehicles and supplies for the action purchased with the EU grant among local partners or the final beneficiaries of the action.

I have read and approved the contents of the proposal submitted to the Contracting Authority. I undertake to comply with the principles of good partnership practice.

Name:	???
Organisation:	???
Position:	???
Signature:	
Date and place:	

IV. ASSOCIATES OF THE APPLICANT PARTICIPATING IN THE ACTION

This section must be completed for each associated organisation within the meaning of section 2.1.2 of the Guidelines for Applicants. You must make as many copies of this table as necessary to create entries for more associates.

	Associate 1
Full legal name	
EuropeAid ID number ³²	
Country of Registration	
Legal status ³³	
Official address	
Contact person	
Telephone number: country code + city code + number	
Fax number: country code + city code + number	
E-mail address	
Number of employees	
Other relevant resources	
Experience of similar actions, in relation to role in the implementation of the proposed action	
History of cooperation with the applicant	
Role and involvement in preparing the proposed action	
Role and involvement in implementing the proposed action	

³² This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit http://ec.europa.eu/europeaid/work/onlineservices/pador/index_en.htm

³³ E.g. non profit making, governmental body, international organisation

CHECKLIST

< PUBLICATION REFERENCE + TITLE OF THE CALL + BUDGET LINE >

ADMINISTRATIVE DATA	To be filled in by the applicant
Name of the Applicant	United Nations Development Program (UNDP)
EuropeAid ID number	N/A
Nationality³⁴/Country³⁵ and date of registration	1966
Legal Entity File number³⁶	6000055554
Legal status³⁷	International Organization
Partner 1	Name: Eurasia Partnership Foundation Caucasus Research Resource Centers EuropeAid ID number: GE-2009-DWY-2105164261 Nationality/Country of registration: Georgia Legal status: Private Foundation
Partner 2 NB: Add as many rows as partners	Name: British Broadcasting Corporation EuropeAid ID number: ??????? Nationality/Country of registration: Great Britain Legal status: ?????

³⁴ For individuals

³⁵ For organisations

³⁶ If the applicant has already signed a contract with the European Commission

³⁷ E.g. non profit making, governmental body, international organisation...

BEFORE SENDING YOUR PROPOSAL, PLEASE CHECK THAT EACH OF THE FOLLOWING COMPONENTS IS COMPLETE AND RESPECTS THE FOLLOWING CRITERIA:	To be filled in by the applicant	
Title of the Proposal: Developing Media Monitoring Capacities in Georgia	Yes	No
PART 1 (ADMINISTRATIVE)		
1. The correct grant application form, published for this call for proposals, has been used		
2. The Declaration by the applicant has been filled in and has been signed		
3. The proposal is typed and is <in English, French, Portuguese or in Spanish>		
4. One original and <X copy(ies)> are included		
5. An electronic version of the proposal (CD-Rom) is enclosed		
6. Each partner has completed and signed a partnership statement and the statements are included. [if partnership is not mandatory: <Please indicate “Not applicable” (NA) if you have no partner>]		
7. The budget is presented in the format requested, is expressed <in €/national currency> and is enclosed		
8. The logical framework has been completed and is enclosed		
PART 2 (ELIGIBILITY)		
9. The duration of the action is equal to or lower than <X months> (the maximum allowed)		
10. The duration of the action is equal to or higher than <X months> (the minimum allowed)		
11. The requested contribution is equal to or higher than <X EURO/other currency> (the minimum allowed)		
12. The requested contribution is equal to or lower than <X EURO/other currency> (the maximum allowed)		
13. The requested contribution is equal to or higher than <X %>of the total eligible costs (minimum percentage required)		
14. The requested contribution is equal to or lower than <X %> of the total eligible costs (maximum percentage allowed)		

DECLARATION BY THE APPLICANT

The applicant, represented by the undersigned, being the authorised signatory of the applicant, in the context of the present call for proposals, representing any partners in the proposed action, hereby declares that

- the applicant has the sources of financing and professional competence and qualifications specified in section 2 of the Guidelines for Applicants;
- the applicant undertakes to comply with the obligations foreseen in the partnership statement of the grant application form and with the principles of good partnership practice;
- the applicant is directly responsible for the preparation, management and implementation of the action with its partners, if any, and is not acting as an intermediary;
- the applicant and its partners are not in any of the situations excluding them from participating in contracts which are listed in Section 2.3.3 of the Practical Guide to contract procedures for EU external actions (available from the following Internet address: http://ec.europa.eu/europeaid/work/procedures/implementation/index_en.htm). Furthermore, it is recognised and accepted that if we participate in spite of being in any of these situations, we may be excluded from other procedures in accordance with section 2.3.5 of the Practical Guide;
- the applicant and each partner (if any) is in a position to deliver immediately, upon request, the supporting documents stipulated under section 2.4 of the Guidelines for Applicants.;
- the applicant and each partner (if any) are eligible in accordance with the criteria set out under sections 2.1.1 and 2.1.2 of the Guidelines for Applicants;
- if recommended to be awarded a grant, the applicant accepts the contractual conditions as laid down in the Standard Contract annexed to the Guidelines for Applicants (annex F);
- the applicant and its partners are aware that, for the purposes of safeguarding the financial interests of the Communities, their personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office.

The following grant applications have been submitted (or are about to be submitted) to the European Institutions, the European Development Fund and the EU Member States in the last 12 months:

- <list only actions in the same field as this proposal>

The applicant is fully aware of the obligation to inform without delay the Contracting Authority to which this application is submitted if the same application for funding made to other European Commission departments or Community institutions has been approved by them after the submission of this grant application.

Signed on behalf of the applicant

Name	Jamie McGoldrick
Signature	
Position	Resident Representative
Date	