



### 3. PROGRAM ACTIVITIES:

The reporting period was completely dedicated to preparatory works for setting up and organization of the activities envisaged by the project. In particular,

- An office space was rented and technically equipped in Akhalkalaki for the opening of European Integration Informational Center - EIIC (address: #93, Nalbandyan Str.). *Please see pictures enclosed to the report.*
- In Marneuli, the project team conducted negotiations with local staff of the USAID established Center for Civic Engagement regarding the use of its premises and facilities for the realization of projects prescribed activities. On May 15, the project team has discussed cooperation opportunities with Mariam Sikharulidze, Coordinator of the Center in Marneuli and Nilufer Kurbanova, Deputy Coordinator.
- Performance Management Group (PMG) was formed and started operation in order to ensure timely and proper planning and realization of the project prescribed activities. The group included core program and technical staff contracted on the very first stage of project implementation. PMG carried out orientation meetings in order to discuss project developments and plan steps ahead. On May 30, the orientation meeting with Vagarshak Shakhbekyan, EIIC Coordinator in Akhalkalaki and Sabina Talibova, EIIC Coordinator in Marneuli took place in Tbilisi. Detailed action plan was developed to be followed and executed by PMG.
- Special reporting forms were elaborated for EIIC Coordinators to report about realized and planned activities every two weeks during the whole duration of the project. One more form was elaborated for EIIC in Akhalkalki for the purposes of registration of events planned by locally based NGOs and individuals. According to internal decision, in the period free from the project activities, EIIC in Akhalkalaki will let its space to other organizations to conduct their own events. Such approach will assist the promotion of the EIIC on the ground. *Please see Russian version of the documents enclosed to the report.*
- Internal and external communication plan was elaborated by project attracted Media Coordinator. *The document is available in Georgian upon request.*
- Informational booklets about the project, EIIC and its services have been prepared in Georgian and Armenian languages and distributed in target municipalities. *Please see electronic version of the booklet enclosed to the report.*
- In order to widely disseminate project related information among local target groups and stakeholders, informational meetings were conducted in Akhalkalaki and Marneuli. In particular, on May 12 an informational meeting targeting local farmers was held in Akhalkalaki. The event was symbolically dedicated to the

celebration of EU days in Georgia. The project team has presented the project to the audience, as well as discussed opportunities envisaged by the Association Agreement and DCFTA with local entrepreneurs. The meeting was attended up to 20 farmers. The project team has interviewed all attendees to better understand their demands as well as motivation for the engagement into the project. *Please see pictures enclosed to the report.*

- Two more informational meetings will be held in target municipalities, namely one meeting will take place on July 16 in Akhalkalaki, and the other on July 17 in Marneuli. Representatives of the locally based CSOs, media, educational establishments as well as civil activists, students and participants of the previous project realized by PMMG with financial support provided by NED in 2014 are invited to attend the presentations. In addition, on the same dates PMMG leadership and local coordinators will hold individual meetings with Gamgebeli (heads of municipal districts) of Akhalkalaki and Marneuli to introduce them to the project aims and planned activities.
- The project team will regularly conduct mapping of the issues being of particular interest to local target groups. Based on the findings, the team will conduct negotiations with sector specific experts to ensure their engagement into the project for the provision of consultancy. In order to identify such fields, the project team has included respective questions into the internal reporting form to be regularly filled out by coordinators.
- During the preparatory phase, PMMG team has also worked on the development of PMMG's new website which will be finalized and launched shortly.
- As far as the project envisages maintenance of library in EIICs, PMMG team has prepared and sent out inquiry letter to the capital based CSOs, think tanks, international organizations and foundations with the request to provide periodicals and other materials for the centers. Collected materials (in Georgian, English, Russian, Armenian and Azerbaijani languages) were then forwarded to EIICs in Marneuli and Akhalkalaki. PMMG intends to continue collection of the materials for the EIICs' library. *Please see pictures enclosed to the report.*
- In the reporting period, the project team also carried out logistics works to ensure the proper preparation and realization of the capacity building program on organizational development for the CSOs from Kvemo Kartli. The training will be held on 1-5 August, 2015 in Bakuriani, Georgia. Such works included the following tasks:
  - Negotiations with expert-trainers were conducted to ensure their engagement into the project;
  - Respective logistics works were conducted for the identification of the venue for the conduction of the training program and development of training participants' transportation scheme;

- Recruitment of participants was launched. The project team has elaborated informational note and application forms for further spreading among potential target groups. All materials were prepared in two languages – Georgian and Russian. Application forms contained specific questions which would help the team to assess the level of knowledge and motivation of applicants, as well as their field of interests, needs and organizational demands. The team has also developed the questionnaire in two languages which will be used on the next stage of project implementation for the immediate evaluation of the capacity building training.

#### **4. ASSESSMENT or EVALUATION:**

In fact, activities realized in the reporting period are the inseparable part of the action allowing the attainment of its stated goal and objectives.

In addition, for better immediate evaluation of the capacity building training program to be realized on the next stage of the project, the team has prepared special evaluation questionnaires which will be anonymously filled by each participant after completion of the trainings.

Overall success of the project will be assessed on the very last stage of project implementation according to the criteria and indicators as listed in the project proposal.

#### **5. NON-NED FUNDED ACTIVITIES:**

On June 30, PMMG representative participated in the Civic Education Working Group Meeting regularly organized by IFES. During the meeting, PMMG representative has presented the project and addressed attendees to provide printed materials (books, periodicals, etc.) for the libraries to be maintained in EIICs. In addition, information about the given project and EIICs will be included into the second issue of the Civic Education Newsletter produced by IFES.