



Tbilisi, 18 November 2022

Pre-Bid Meeting

**Civil Society Grants in support of Public Administration Reform
Project: "Supporting Public Administration Reform (PAR) in Georgia – Phase 2"
Minutes**

Friday, 18 November 2022, 3:00 – 4:00 PM

A pre-bid meeting was conducted via Zoom.

UNDP Representatives:

Sophio Omanadze – PAR-2 Project Manager, a.i., Supporting Public Administration Reform in Georgia -

Phase 2 (PAR 2), United Nations Development Programme (UNDP)

A handwritten signature in blue ink, appearing to read 'Sophio Omanadze', is written over the text of the UNDP representative's name.

Nino Ghonghadze - Public Policy Coordinator, PAR 2, UNDP

N. Ghonghadze

Ketevan Uridia – Project Coordination Analyst, PAR 2, UNDP

Inesa Ejibia - Admin/Finance Associate, PAR 2, UNDP

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I. Ejibia

Interested proposers:

Nino Berianidze - NNLE "Alublis Baghi"

Ana Trapaidze - Dighomi Meadows

Mako Chkadua - Hand of peace

Mariam Napetvaridze – IRC

Ketevan Gomelauri - Behavior Insights, Strategy and Communication Partners (BISC Partners)

Davit Tsiramua - British University

Ani Kintsurashvili – Civic Idea

Anjela Bologan - Cognitive Center

Rusudan Sakhechidze - Cognitive Center

Tea Torinava – Fund Sukhumi

Salome Kajaia – Georgian Progressive Forum

Nino Tabeshadze – GIPA

Ketevan Kimosteli - ICDI Arts

Teona Turashvili - IDFI

Nino Khukhua - LDA Georgia

Nino Tsulaia - National Council of Youth Organizations of Georgia

Mariam Berianidze – PMCG

Lika Kalichava - NGO "sustainable development goals" (SDG)

Ioseb Getsadze – NNLE "Racha-Lechkhumi and Kvemo Svaneti Agritourism Development Association"

Paata Turava - Center for Legal Studies

The Administration of the Government of Georgia (AoG) committed itself to reforming the existing system of Public Administration. PAR Roadmap 2015-2020 identified six major policy areas of Public Administration Reform (PAR): Policy Development and Coordination, Civil Service Reform and Human Resource Management, Accountability, Service Delivery, Public Finance Management, and Local Self-Government. With the funding of the UK Government, UNDP has designed a multi-year initiative, "Supporting Public Administration Reform in Georgia - Phase 2" (hereinafter "UNDP PAR 2"), which since 2016 has been continuously addressing a complementary, but distinct package of specific, predetermined needs under the three crucial areas of the PAR Roadmap: i) Policy Development and Coordination; ii) Civil Service Reform and Human Resource Management and iii) Service Delivery.

UNDP PAR 2 initiative intends to sustain, support, and build key institutions and processes required for advancing the reform by offering consultancy and capacity building. Civil society organisations hereinafter "CSOs") are seen as key partners and contributors in the context of PAR with the potential to fill in the existing gaps and provide required research, expertise and evidence for improved policy and practice. Within the context introduced above, UNDP announced a call for practice-oriented CSO projects.

A pre-bid meeting was held remotely via Zoom on 18 November from 3:00 – to 4:00 PM. The meeting aimed to clarify questions of interested proposers concerning the proposal.

Ms Sophio Omanadze opened the meeting, providing a brief overview of the call for proposals. Ms Ketevan Uridia and Nino Ghonghadze discussed the four key priority areas for the given CSO grants: 1. Advancing Performance Management in Civil Service through the Analysis of Labour Contract Employment Modality; 2. Enhancing Opportunities of Better Jobs for Pension Age Workers in Georgian Public Service -Working Better with Age; 3. Promoting Increased Representation of Persons with Disabilities (PwDs) in Public Service; 4. Besides the above-listed specific topics, proposals related to other aspects of PAR are also welcome.

The introductory part was followed by Q & A:

Q: Would it be acceptable if a proposal is concentrated on a specific municipality, or should it include a central agency as well, especially in Human Resources Management and Public Service Delivery directions?

A: Since the project is concentrated mostly on central government and there is a possibility of an overlap with another UNDP project directly working with municipalities, it would be optimal if the proposal included the central government level; however, covering municipalities is also welcome.

Q: Can we consider participation in elections as a form of citizen involvement, and would engaging young people, raising their awareness of how elections can be rigged and how to protect their vote, be eligible topics?

A: Citizen involvement in public policy making is an interesting topic to us, if the proposal is aligned with the ongoing Public Administration Reform and the priority areas covered by the project, the topic might be eligible.

Q: Is a movement affiliated with a political party eligible for the call for proposals?

A: If the proposer represents a civil society organization, there is no such restriction.

Q: If there is an issue with receiving relevant information from a public agency, would the project ensure that the public agency cooperates with the winning organization?

A: The project cannot provide such a guarantee, and the organisation must consider this risk while selecting the methodology. However, it should be noted that Civil Service Bureau is one of the project's partners, and active engagement and support to the sub-project implementation process is expected.

Q: Is it allowed to submit a proposal aiming to research foreign civil service since the researcher is currently working for a foreign university and has access to the experience of the host county?

A: There is no restriction on the scope of the research area, as long as it is linked with the project priorities and the organisation applying for the grant is registered in Georgia; moreover, sharing of international practices is encouraged.

Q: Is It possible to submit a proposal within the scope of an already existing project – “Cocreation of youth”, concerning the engagement of young people in the decision-making process of ongoing legislative changes between the administration and youth of Finland, Estonia, Georgia (at the municipal level)?

A: The mentioned direction fits into the priority direction given in the proposal and is, therefore, a relevant topic.

Q: Is it possible to propose a similar project as our organisation has previously proposed on improving daycare services for PwDS, including assessing these services and standards and offering a realistic funding model?

A: The mentioned topic fits in to the projects' areas, as the PAR project supports the Service Delivery Pillar of the reform including to the most vulnerable groups. Although one of the key assessment criteria is sustainability; hence, the proposing company must justify the extent to which there is a demand for such a project and where the findings and conclusions of the research can be used.

Q: Would it be acceptable to provide research on the values of civil servants and, concerning these values, the importance of strategic communication? And since penalty-based approaches have become punitive measures (e.g. parking systems), will research in this direction be relevant in this direction?

A: The mentioned topics are relevant. However, it is crucial to ensure the connection of the research topic with the appropriate directions of PAR: Policy Planning and Coordination, Human Resources Management and Civil Service Reform, or Public Service Delivery. Also, it is important to consider how it is possible to use research in practice and policy-making.

Q: Can a public agency participate in the implementation of the research study? That would also help build the organisation's capacity.

A: The engagement of a public agency in a research study would be very much welcome, as it would translate into the sustainability of the research. It would be desirable, as it is provided in the grant announcement, to contact the target public agency as early as possible to confirm their readiness to cooperate and engage in the research implementation process.

Q: Regarding the second direction outlined in the grant announcement - enhancing opportunities for better jobs for pension-age workers in Georgian public service - would it be acceptable to provide research highlighting the need for legislative change and suggest different packages for different elderly age groups?

A: The mentioned direction is of high interest. The study can be a preliminary step to start a discussion in

the future, which can form the basis of a legislative initiative, thus the research can provide the recommendations on the possible changes.

Q: In the service-provision direction, how relevant would it be if the grant project envisaged the delivery of medicines to beneficiaries, 80% of which live in rural areas and have issues with receiving the mentioned service?

A: It depends on the project's scope, whether it envisages the preparation of a policy amendment package to be offered to the state or whether the goal is to arrange one-time assistance and provide medicines to a certain number of people. The project is more focused on supporting the research or initiatives, ensuring the usability and sustainability of the results rather than a one-time aid that will be completed within a certain period.

Q: Can a recent research study be presented as a researcher's writing sample requested in the grant announcement?

A: Yes, it can be a publicly published report or an excerpt from previous research.

Q: Which public agency can be the target audience for the research?

A: Since different subjects are provided within the proposal, research studies can have different target audiences. Announced specific topics (Advancing Performance Management in Civil Service through the Analysis of Labour Contract Employment Modality; Enhancing Opportunities of Better Jobs for Pension Age Workers in Georgian Public Service -Working Better with Age; Promoting Increased Representation of Persons with Disabilities (PwDs) in Public Service) are related to Civil Service Reform and might be used by Civil Service Bureau in the future, whereas other topics could have a different audience.

Q: Can proposers communicate with the project team via e-mail in case of further questions?

A: It is better to cover the content-based questions throughout this meeting, as the pre-bid minutes will be published through the UNDP website providing all interested organizations equal access to the information.

Q: Is it acceptable if the research only envisages a qualitative component?

A: It is acceptable as long as the methodology is fully aligned with the research topic.

Q: Is the number of research projects to be funded pre-defined?

A: The number of the awarded proposals can be up to four.

Q: Is there a financial limit?

A: Yes, it is provided in the proposal; the budget limit is 12 000 USD.

Following the Q&A part, UNDP representatives thanked the attendees for participation and closed the meeting.

The consultation meeting lasted around an hour.

