



**United Nations Development Programme**

Tbilisi, 6 November 2023

**Pre-Bid Meeting**

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

**Wednesday, 1 November 2023, 2:00 – 3:00 PM**

**A pre-bid meeting was conducted via Zoom.**

**UNDP Representatives:**

Sophio Arjevanidze - CAP ASMT and M&E Specialist, PAR 2, UNDP

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Nino Ghonghadze - Public Policy Coordinator, PAR 2, UNDP

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**Interested proposers:**

- Anna Patchikashvili - Media Center Kakheti
- Levan Pavlenishvili - Operational Research Institute
- Tsovinar Nazarova – People's Harmonious Development Society
- Eka Shermadini - PMCG
- Saba Chitidze - Rights Georgia
- Lika Kalichava – Sustainable Development Georgia
- Tinatin Kuprashvili - University of Georgia, School of Governance
- Rusudan Sakhechidze - Cognitive Center
- Maia Simonishvili – Civilized development for all
- Natia Putkaradze – Taniel Putkaraze International Society

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 organizations (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 is announcing a call for practice oriented CSO projects.

A pre-bid meeting was held remotely via Zoom on 1 November from 2:00 – to 2:30 PM. The meeting aimed to clarify questions of interested proposers concerning the proposal.

Ms Nino Ghonghadze opened the meeting, providing a brief overview of the call for proposals and the key priority area for the given CSO grant contest: public policy planning and coordination.

**The introductory part was followed by Q & A:**

**Q:** Can a library participate in a grant contest?

**A:** In case a library has not-for-profit status, it can participate in a grant contest.

**Q:** Will you consider projects where the main partner of the grantee is a municipality?

**A:** Our project, “Supporting Public Administration Reform (PAR) in Georgia – Phase 2”, is mainly focused on supporting the central Government agencies, although we have had cases when the grant was awarded to projects aiming at cooperation with a municipality. Therefore, such projects may be considered, although priority will be given to proposals focusing on central Government agencies.

**Q:** How many researchers can or should be involved in a research project?

**A:** This depends on the scope of the project, amount of field work, skills and distribution of tasks among researchers and other similar factors.

**Q:** Should an organization have an experience of working on a project similar to a proposed one, in order to be considered?

**A:** Information about organization’s experience is requested in Annex B. It is not obligatory that an organization has worked on the very same topic, although its overall experience in carrying out research and implementing projects related to grant contest’s priority area will be evaluated. Relevance of research staff’s experience will be evaluated separately.

**Q:** The Call for Proposals mentions that proposers will need to have agreement with a relevant public agency about the planned project prior to submitting a proposal. Is this obligatory?

**A:** An important part of given grant contest is collaboration between CSOs and public entities. Therefore, applicants are encouraged to submit proposals in partnership with public agencies, having already discussed with their representatives the kind of support they will provide through the grant. Candidates are also encouraged to submit support letters from partner public agencies. Proposals without such prior agreements with public agencies will also be considered.

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

The consultation meeting lasted about half an hour.