

Final Report

THE NARRATIVE AND THE FINANCIAL REPORT TO BE PREPARED BY THE RECIPIENT INSTITUTION.

Recipient Institution: Georgian Rural Council

Year 2025

Period covering this report: 7/04/2025- 6/09/2025

- This report must be completed by the Recipient Institution and accepted by UNDP
- The Recipient Institution must attach any relevant evidence to support the activities reported
- The information provided below must correspond to the information that appears in the financial report

Performance:

Output 1. Civil monitoring of the selected six municipal N(N)LEs is conducted in Lanchkhuti and Chokhatauri Municipalities

Activity 1.1 Selecting N(N)LEs for monitoring

At the initial stage of the project, GRC established partnerships with local media outlets (Chokhatauri) and “Ho da Ara” (Lanchkhuti). In collaboration with these partners, GRC organized working and discussion meetings in both municipalities.

These meetings brought together representatives of local civil society organizations (CSOs) and community associations operating in Chokhatauri and Lanchkhuti. Using a brainstorming approach, participants jointly identified six municipal non-entrepreneurial (non-commercial) legal entities (N(N)LEs) — three in Lanchkhuti and three in Chokhatauri — which were subsequently selected for the public monitoring process under the project.

During the meetings, partners agreed on mechanisms for information and material collection, clarified roles and responsibilities among stakeholders, and outlined a plan for cooperation with municipal structure representatives. The Project Director and local coordinators facilitated the organization of the meetings, including audience selection, participant invitations, presentation delivery (using multimedia tools), and preparation of handout materials.

In total, 30 participants attended the working sessions — 15 in Lanchkhuti and 15 in Chokhatauri — representing civil society organizations, community leaders, and local media outlets.

Activity 1.2 Establishment and training of participatory civil monitoring groups and conducting monitoring

Within the framework of the project, working and discussion meetings were held in Chokhatauri and Lanchkhuti municipalities, where the composition of civil monitoring groups was agreed upon. These groups were later responsible for conducting the monitoring process within the selected municipal non-entrepreneurial (non-commercial) legal entities (N(N)LEs).

Each monitoring group included community leaders from local civil society organizations and representatives of local media, composed as follows:

- I) Group lawyer – a representative of a local non-governmental organization;
- II) Journalist – a staff member of the respective local newspaper (“Guria News” or “Ho da Ara”) or an active civil society representative.

The groups were continuously supported by project staff members – the Project Director and Regional Coordinator – who were responsible for processing collected information and preparing the final reports. In total, six (6) monitoring groups were established under the project.

To strengthen their capacity, a specialized training course was organized for the group members, focused on the organization and implementation of monitoring processes within municipal N(N)LEs. The training

sessions were held separately in Lanchkhuti and Chokhatauri. Each training involved six members of the monitoring groups and three additional community leaders, enabling their organizational and personal development and preparing them to conduct independent monitoring activities in the future.

In total, 18 participants attended the trainings — nine (9) from Chokhatauri and nine (9) from Lanchkhuti — including representatives of local CSOs, community leaders, and journalists from partner media outlets.

As a result of the training, participants gained knowledge and skills in the following areas:

- The concept and purpose of civil monitoring;
- Information gathering for monitoring purposes;
- Types of monitoring (legal and economic activity monitoring);
- Preparation of monitoring reports;
- Effective media coverage of monitoring findings.

The training was based on publications financed by the Europe Foundation (EPF) — “Civil Monitoring with Citizen Participation” and the “Local Self-Government Monitoring Manual.” Each training lasted two days per municipality.

Following the completion of the training and acquisition of the necessary knowledge and skills, each monitoring group was given four weeks to collect, prepare, and analyze information. The results of the monitoring were reflected in articles published as special inserts in local media outlets, corresponding to each municipality.

Before initiating the monitoring process in the selected N(N)LEs, the group members, together with the Project Director and Regional Coordinator, developed detailed action plans for each phase of the process.

Finally, written reports were prepared for each entity, including findings and recommendations, and submitted both to the respective organizations and to the Mayors and Chairs of Municipal Councils (Sakrebulo).

Activity 1.3 Informing the public through print media about the activities of N(N)LEs and the monitoring results

Prior to the project, the public had limited awareness of the activities of municipal non-entrepreneurial (non-commercial) legal entities (N(N)LEs) and the services they provided, despite the fact that these entities utilize a significant portion of municipal budgets.

As part of the project, participants collected and processed information about all N(N)LEs registered in both municipalities. The processed data was published as special newspaper inserts, separately for each municipality.

In addition to general information about the N(N)LEs, the inserts also included findings and recommendations derived from the monitoring process conducted by the project’s civil monitoring groups.

Each insert dedicated to an individual N(N)LE was printed in 300 copies, resulting in a total of 1,800 copies for all six entities.

Furthermore, all articles were also published on the GRC’s official website: www.darbazi.org.ge.

Output 2. Local community satisfaction with the services provided by selected six N(N)LEs is assessed through the Citizen Service Card method in Lanchkhuti and Chokhatauri Municipalities

Activity 2.1 Conducting local community satisfaction survey through Citizen Service Cards

Within the framework of the project, two two-day training sessions were conducted for representatives of local civil society organizations on the topic of preparing Citizen Report Cards and conducting surveys. A working version of the Citizen Report Cards (survey questionnaire) was developed during the training itself, tailored to the specifics of the selected N(N)LEs. Each training session was attended by 9 participants from each municipality, with a total of 18 participants across both trainings.

The research, including its implementation, analysis, and preparation of conclusions and recommendations, was carried out by GRC with the assistance of volunteers from local non-governmental organizations operating in the region. For each target organization, 80 respondents were surveyed — a total of 480 respondents overall.

The results were printed and disseminated in the form of a booklet, with 200 copies distributed in total. The findings were shared with the target organizations, mayors, and chairs of municipal councils.

The project management organized final presentations in both municipalities to showcase the project results. These events were attended by representatives of municipal structures, local NGOs, and local media outlets. Altogether, 36 guests participated in the two presentations.

Output 3. Community members in Lanchkhuti and Chokhatauri Municipalities are able to identify and implement local initiatives in selected service areas

Activity 3.1 Supporting local community-driven initiatives

The grant project funded four community-driven initiatives — two in Chokhatauri and two in Lanchkhuti — each with a budget of up to GEL 5,500. These initiatives were identified through the Citizen Service Card study process, in which one of the survey questions specifically addressed community-driven initiatives. The analysis of the survey results highlighted key proposals: 12 in Lanchkhuti and 11 in Chokhatauri.

The proposed initiatives from each municipality were posted for voting on the participatory budgeting portal idealanchkhuti.ge. Local community members had the opportunity to participate in online voting and select the initiatives they found most valuable.

The two winning initiatives in Lanchkhuti were:

1. Purchase of mini containers for recreational areas (143 votes)
2. Purchase of art easels and folk musical instruments for artistic activities (137 votes)

The two winning initiatives in Chokhatauri were:

1. Arrangement of a modern technology space in the village of Jvartskhma (40 votes)
2. Children's mini attraction in the village of Guturi (40 votes).

Finally, all four grant projects were successfully implemented within the framework of our project.

1- Workplan Performance

Completed Activities	Time Period 1 (7.04.2025- 6.07.2025)			Time Period 2 (7.07.2025- 6.09.2025)		Planned Budget for the Activity (in GEL)	Funds Delivered for the Activity (in GEL)
	MONTHS						
	1	2	3	4	5		
Output 1. Civil monitoring of the selected six municipal N(N)Les is conducted in Lanchkhuti and Chokhatauri Municipalities							
Activity 1.1 Selecting N(N)LEs for monitoring						1,719	1,690

Activity 1.2 Establishment and training of participatory civil monitoring groups and conducting monitoring						4,756	4,596
Activity 1.3 Informing the public through print media about the activities of N(N)LEs and the monitoring results						1,800	1,800
Output 2. Local community satisfaction with the services provided by selected six N(N)LEs is assessed through the Citizen Service Card method in Lanchkhuti and Chokhatauri Municipalities							
Activity 2.1 Conducting local community satisfaction survey through Citizen Service Cards						7,060	7,060
Output 3. Community members in Lanchkhuti and Chokhatauri Municipalities are able to identify and implement local initiatives in selected service areas							
Activity 3.1 Supporting local community-driven initiatives						22,000	21903

2- Performance Targets

INDICATORS		DATA SOURCE	BASE LINE	MILESTONES			Reporting Period Actual Performance Against the Target
				Time Period 1 (7.04.2025-6.07.2025)	Time Period 2 (7.07.2025-6.09.2025)	FINAL TARGET	
	Output 1. Civil monitoring of the selected six municipal N(N)Les is conducted in Lanchkhuti and Chokhatauri Municipalities						
1.1 Number of working meetings conducted to select targeted six N(N)LEs in Lanchkhuti and Chokhatauri Municipalities		Working meeting participant list, attendance sheets, photos	0	2 (one per each targeted municipality)	-	2 (one per each targeted municipality)	2 (one per each targeted municipality)
1.2 Number of targeted N(N)LEs in Lanchkhuti and Chokhatauri municipalities selected for civil		Grant progress report	0	6 (three in each targeted municipality)	-	6 (three in each targeted municipality)	6 (three in each targeted municipality)

INDICATORS	DATA SOURCE	BASE LINE	MILESTONES			Reporting Period Actual Performance Against the Target
			Time Period 1 (7.04.2025-6.07.2025)	Time Period 2 (7.07.2025-6.09.2025)	FINAL TARGET	
monitoring within grant project						
1.3 Number of trainings conducted in civil monitoring for the member of the monitoring group established through the grant project	Training agenda, attendance sheets, photos	0	2 (one per targeted municipality)	-	2 (one per targeted municipality)	2 (one per targeted municipality)
1.4. Number of monitoring group members trained in civil monitoring (disaggregated by gender and municipality)	List of participants, attendance sheets, photos	0	18 (9 per targeted municipality)	-	18 (9 per targeted municipality)	18 (9 per targeted municipality)
1.5. Number of civil monitoring of the selected N(N)LEs conducted in Lanchkhuti and Chokhatauti municipalities	Monitoring reports	0	6 (three per targeted municipality)	-	6 (three per targeted municipality)	6 (three per targeted municipality)
1.6 Number of local newspaper inserts on civil monitoring results prepared and published	Newspaper insert copies	0	0	-6 (three per targeted municipality)	6 (three per targeted municipality)	6 (three per targeted municipality)
Output 2. Local community satisfaction with the services provided by selected six N(N)LEs is assessed through the Citizen Service Card method in Lanchkhuti and Chokhatauri Municipalities						
2.1 Number of people surveyed through Citizen Satisfaction Cards in Lanchkhuti and Chokhatauri	Survey reports	0	-	480 (80 per N(N)LE)	480 (80 per N(N)LE)	480 (80 per N(N)LE)
2.2 Number of survey reports based on Citizen Satisfaction Cards	Survey reports	0	-	6 (1 per N(N)LE)	6 (1 per N(N)LE)	6 (1 per N(N)LE)
Output 3. Community members in Lanchkhuti and Chokhatauri Municipalities are able to identify and implement local initiatives in selected service areas						

INDICATORS	DATA SOURCE	BASE LINE	MILESTONES			Reporting Period Actual Performance Against the Target
			Time Period 1 (7.04.2025- 6.07.2025)	Time Period 2 (7.07.2025- 6.09.2025)	FINAL TARGET	
3.1 Number of local community-driven initiatives implemented with grant project supported in selected municipal service areas	Links to initiatives through www.idealanchkhuti.ge	0	-	4 (2 per targeted municipality)	4 (2 per targeted municipality)	4 (2 per targeted municipality)

3- Challenges and Lessons Learned:

As a result of the ongoing situation in the country, there were substantial delays in the provision of public information by the target organizations. To address this, communication was established with municipal leadership, resulting in the eventual receipt of the required information.

A few years ago, our organization developed and then handed over to Chokhatauri Municipality an electronic voting portal for participatory budgeting – <https://ideachokhatauri.ge>. Due to the municipality's failure to pay the hosting fee, in time of our project doing the portal was deactivated, and the project's planned activity for Chokhatauri Municipality – the electronic voting to identify the winners of citizens' initiatives – was carried out instead through another website we created, <https://idealanchkhuti.ge>. The voting process for ideas was first conducted for the residents of Lanchkhuti on <https://idealanchkhuti.ge>. Following this, the winning ideas from Chokhatauri residents were identified on the same portal 10 days before the end of the project. The winning projects of Chokhatauri will be finalized and presented in their completed form within one week.

4- Risk Analysis

Risk	Likelihood (low, medium, high)	Risk mitigation strategy	Update
1/ The negative attitude of target N(N)LE representatives toward civil monitoring, which may manifest as restrictions on information disclosure.	low	Based on past experience, GRC will establish a cooperative relationship with targeted agencies. However, if the restriction remains, the right to access public information under the General Administrative Code will be utilized.	No Change

5- Financial Reporting:

Please see Exell file.

Signature:

A handwritten signature in blue ink, appearing to be 'J. J. J.', written in a cursive style.

Approved by EU4ITD Project Manager: