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EWMI Subaward Number	G-2393-24-210-3040-20
Type of Subaward	Fixed Amount Award
Funder	United States Agency for International Development (USAID)
Prime Award Program Name	USAID Civil Society Engagement Program
Prime Award Number	72011420CA00003, awarded in 2021
Prime Award CFDA Number	98.001, USAID Foreign Assistance for Programs Overseas
Subrecipient Project Name	Promoting Georgian Civil Society Organizations
Subaward Start Date	September 16, 2024
Subaward End Date	December 16, 2024
Total Estimated Amount	\$ 70,922.00
Total Cost Share	\$ 0.00
Obligated Amount	\$ 70,922.00
Subrecipient Name	Sapari
Subrecipient Registration Number	204957617
Subrecipient Entity Type	Non-entrepreneurial (Non-commercial) Legal Entity
Subrecipient Address	Georgia, Tbilisi, Saburtalo district, Meliton Kantharia street, N11a
Subrecipient Authorized Signatory	
Subrecipient Program Manager	
Subrecipient Financial Manager	
Subrecipient SAM UEI Number	ZFS2CFWS7HK7
EWMI CSEP Contact Info	EWMI CSEP, 5 Marjanishvili Str., 3rd Floor, Tbilisi 0102, Georgia:
EWMI CSEP Grants Manager	
EWMI CSEP Authorized Signatory	

The Subaward is the entire agreement and supersedes all other written or oral agreements. Individuals signing below certify that they have legal authority to enter into binding agreements on behalf of their respective organizations and have completed all formalities and other actions required by their By-Laws and Articles of Incorporation or similar charter documents, and all applicable laws, to authorize execution and performance of the Subaward. This agreement consists of this Cover Page, and the following Annexes, all of which together shall constitute an integral part hereof:

- Annex One: Schedule
- Annex Two: Program Description
- Annex Three: Program Budget
- Annex Four: Subaward Payment Request Form
- Annex Five: Report Formats
- Annex Six: Certifications
- Annex Seven: Mandatory Standard Provisions and Required as Applicable Provisions

EWMI:	
Signature:  Chief of Party	Date:
 EWMI President	
ACCEPTED AND CERTIFIED: Sapari	
Signature: 	Date: 20.09.2024
Name: 	
Title: Executive Director	

ANNEX ONE SCHEDULE

Article One: Purpose of Subaward

The purpose of this subaward is to provide support for the program described in Annex Two of this Subaward Agreement.

Article Two: Period of Subaward

The effective date of this Subaward Agreement is **September 16, 2024**, and the estimated completion date of the Subaward Agreement is **December 16, 2024**.

Article Three: Amount of Award and Payment

The amount of the award is **USD \$70,922.00**.

EWMI's Civil Society Engagement Program shall not be liable for making payments to the Subrecipient for any costs in excess of the value of the award.

Article Four: Milestones and Financial Terms and Conditions

A. Milestones

The Fixed Amount Award with EWMI's Civil Society Engagement Program is for very specific program elements. The accomplishment of each Fixed Amount Award objective will be based on the completion of the tasks and successful submittal completion of the milestones indicated.

Milestone #	Budget	Start and End Dates	Milestone Description	Deliverable
1	\$ 29,611.67	09.16.2024 – 09.30.2024	Campaign Design Finalization: Launch the project by developing clear and compelling messages that emphasize the achievements and positive impact of Georgian CSOs. These messages will address common misconceptions and counter negative stereotypes by showcasing the genuine contributions of CSOs to society.	Draft Campaign Strategy: A detailed outline of the overall approach and tactics for the campaign. Draft Campaign Timeline: A timeline detailing the production schedules and deadlines.

			Video Campaign – What They Have In Common: Develop a script for a central video campaign that highlights the broad reach and diversity of CSOs' activities and beneficiaries. The video will focus on how CSOs have positively impacted the lives of individuals and communities through real stories.	Draft Script for the Central Video What They Have in Common: Draft script for the central video, What They Have In Common, illustrating the common positive impact of CSOs on diverse beneficiaries.
			Animated Photo Campaign (or Video) – Alternate Realities: Develop a script and storyboard for an animated photo or video campaign depicting the consequences of a world without CSOs, emphasizing the critical services and support they provide to the Georgian public.	Draft Script for the Animated Photo Campaign (or Video) – Alternate Realities: Draft script for the Alternate Realities campaign, illustrating the gaps and challenges that would arise in the absence of CSOs.
			Campaign: Disrupted Country: Create an engaging campaign showcasing how CSOs address critical needs and systemic issues in Georgia. Using short, impactful scenes inspired by Georgian cinema, the campaign will highlight property rights violations, infrastructure inefficiencies, environmental impacts, and business interests.	Draft Script for the Disrupted Country Campaign: Draft script for the Disrupted Country campaign, illustrating how CSOs tackle these issues and the positive impact they have on Georgian society.

Milestone #	Budget	Start and End Dates	Milestone Description	Deliverable

II	\$28,961.67	10.01.2024–10.15.2024	<p>Finalize Messaging and Campaign Materials: Refine and finalize the messaging and materials developed in Milestone I to ensure alignment with the campaign objectives.</p> <p>Content Production and Dissemination: Begin the production and distribution of different planned content types as part of the digital campaign.</p>	<p>Finalized Campaign Strategy and Timeline: The finalized strategy document and detailed timeline for implementation.</p> <p>Link to the What They Have In Common Video: One link to the completed central video for the What They Have In Common campaign.</p> <p>Links to the Alternate Realities and Disrupted Country Campaigns: Links to the finalized content for 1 video</p>
			<p>Social Media Series – What We Have in Common: Produce a social media series focused on public concerns and how they are addressed through the work of CSOs.</p>	<p>Links to Social Media Series: Links to 3 videos by TikTok influencers discussing the role of CSOs in diverse areas</p>
			<p>Social Media Campaign: Execute a comprehensive social media campaign on Facebook, Instagram, Twitter, and other platforms to disseminate materials and engage the public. Use hashtags and interactive content to boost visibility and engagement.</p>	<p>Deliverable: Links to social media posts and engagement statistics.</p>
Milestone #	Budget	Start and End Dates	Milestone Description	Deliverable

III	\$6,939.33	10.16.2024 – 10.31.2024	Continue Implementing Campaigns: Ongoing production and dissemination of campaign materials, maintaining momentum across social media platforms.	<p>Links to video series “country without NGOs”: Links to 7 additional videos produced as part of the ongoing campaign efforts.</p> <p>Links to Social Media Series: Links to another 4 videos by TikTok influencers discussing the role of CSOs in diverse areas</p> <p>Links to 10 Comics that feature animations, cartoons and other similar techniques to convey the significance of CSO work clearly and effectively.</p> <p>Links to 10 Photo edits imagery emphasizing the role of CSOs</p>
			Continue Social Media Campaign: Ongoing dissemination of campaign materials through Facebook, Instagram, Twitter, and other platforms.	Deliverable: Links to social media posts and updated engagement statistics.
Milestone #	Budget	Start and End Dates	Milestone Description	Deliverable
IV	\$5,409.33	11.01.2024 – 11.30.2024	Campaign Performance Analysis: Evaluate the effectiveness of the campaign.	Campaign Engagement Metrics and Analytics Reports: A detailed analysis of campaign performance, including key metrics and insights.
			Final Programmatic Report	A comprehensive final report in English summarizing the campaign's outcomes, challenges, and successes.

B. Payment

1. The Subrecipient will be paid a set amount upon programmatic accomplishment of identified and established subaward benchmarks or milestones or program achievements. Once the Subrecipient has presented the documentation required under the Subaward Agreement, EWMI's Civil Society Engagement Program will transfer by wire the corresponding sum in the Subrecipient's bank account.
2. Requests for subaward payments and reports should be sent to the EWMI Grants Manager designated on the Cover Page.
3. To obtain payment for the accomplishment of milestones the subawardee must present the following documentation: (1) a properly prepared request for payment in the format provided in Annex Four and (2) deliverable documents as a certification that the activity milestone for which it is requesting payment has been completed in accordance with the program description. Upon accomplishment of the final milestone, the subawardee must present a final performance report in Annex Five. Payments will be made after and based on the Component Leader's or Citizen Engagement Coordinator's e-mail confirmation on the completion of the milestone activities.

C. Financial Records

1. The Subrecipient shall maintain financial records, including receipts, time reports, and other accounting documentation to sufficiently substantiate its charges to EWMI's Civil Society Engagement Program and to allow for an accounting of costs incurred under this Subaward separately from costs funded by other sources and the ability to report accordingly. These records shall be made available to EWMI's Civil Society Engagement Program or its representatives for review at any time. All financial records and documentation shall be kept available for at least three years after payment of the final milestone.

D. Other Financial Requirements

This Subaward is made to the Subrecipient on condition that the funds will be administered in accordance with the terms and conditions set forth herein as follows:

1. The funds provided under the terms of this Subaward Agreement shall be used to pay for the expenses incurred by your organization in performance of the project in accordance with the terms and conditions of this Subaward Agreement and its Annexes.
2. At the request of EWMI's Civil Society Engagement Program, the Subrecipient shall return any of the funds received to EWMI's Civil Society Engagement Program which have been used for any questionable or unallowable expenses, as determined by EWMI's Civil Society Engagement Program, which do not comply with the terms and conditions of this Subaward.
3. The Subrecipient is expected to provide supporting evidence of counterpart contribution under the terms of this Subaward Agreement. A copy of the invoice or other document that demonstrates the contribution will be acceptable.

Article Five: Other Terms and Conditions

- A. The Subrecipient has full responsibility for executing the activities supported by this Subaward and for complying with the Subaward Agreement terms and conditions. Although the Subrecipient is encouraged to ask for the opinion and support of EWMI's Civil Society Engagement Program about any specific problems that may arise, this suggestion does not diminish the responsibility of the Subrecipient. The Subrecipient has the responsibility of notifying EWMI's Civil Society Engagement Program about any significant problems associated with the administrative or financial aspects of the Subaward.
- B. The Subrecipient must certify in writing to EWMI's Civil Society Engagement Program at the end of the Subaward that the activity was completed. If unable to certify, the Subrecipient shall be expected to make appropriate reimbursements to EWMI's Civil Society Engagement Program. Subaward close out will be accomplished with

EWMI's Civil Society Engagement Program acceptance of the final milestone, approval of final payment, and submission of certification by Subrecipient.

- C. The Subrecipient shall inform EWMI's Civil Society Engagement Program promptly in writing of any changes in its officers, name, legal status, address, or telephone/fax number.
- D. The Subrecipient hereby agrees to indemnify, defend and hold EWMI's Civil Society Engagement Program, its affiliates, and their respective officers, directors, employees, and agents harmless from and against any and all liabilities, damages, injuries, claims, suits, judgments, causes of action and expenses (including reasonable attorneys' fees, court costs, and out-of-pocket expenses), suffered or incurred by EWMI's Civil Society Engagement Program or any of the foregoing persons that arise from or may be attributable to: (i) a breach of any obligation, representation or warranty of Subrecipient hereunder or (ii) errors, omissions or fault of Subrecipient in the performance or services pursuant to the Subaward Agreement. Subrecipient's obligation under this paragraph will survive cancellation, expiration, or termination of this Agreement by either party for any reason.
- E. The Subrecipient shall adhere to the following provisions on Termination and Suspension:
 - 1. EWMI's Civil Society Engagement Program may terminate this Subaward at any time, in whole or in part, upon written notice to the Subrecipient, whenever it is determined that the Subrecipient has materially failed to comply with the terms and conditions of the Subaward.
 - 2. This Subaward may be terminated at any time, in whole or in part, by EWMI's Civil Society Engagement Program with the consent of the Subrecipient. Both parties shall agree upon termination conditions, including the effective date and, in the case of partial terminations, the portion of the Subaward to be terminated. The agreement to terminate shall be set forth in a letter from EWMI's Civil Society Engagement Program to the Subrecipient.
 - 3. This Subaward may be terminated at any time in whole or in part by the Subrecipient upon sending written notification to EWMI's Civil Society Engagement Program with the following information: the reasons for the termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if EWMI's Civil Society Engagement Program determines in the case of partial termination that the reduced or modified portion of the Subaward will not accomplish the purposes for which the Subaward was made, EWMI's Civil Society Engagement Program may terminate the Subaward in its entirety in accordance with paragraphs E.1 or E.2 above.
 - 4. If at any time USAID determines that continuation of all or part of the funding for a program should be suspended or terminated because such assistance would not be in the national interest of the United States or would be in violation of applicable law, then USAID may directly or through EWMI's Civil Society Engagement Program, the following notice to the Subrecipient, suspend or terminate this Subaward in whole or part and prohibit the recipient from incurring additional obligations chargeable to this Subaward other than those costs specified in the notice of suspension during the period of suspension. If the situation causing the suspension continues for 60 days or more, then USAID, directly or through EWMI's Civil Society Engagement Program, may terminate this Subaward on written notice to the Subrecipient and cancel that portion of this Subaward which has not been irrevocably committed to third parties.
 - 5. EWMI's Civil Society Engagement Program and USAID reserve the right to terminate in whole or in part, or suspend payments, should the Subrecipient become insolvent during the performance of the Subaward.
 - 6. EWMI's Civil Society Engagement Program and USAID reserve the right to terminate this Subaward Agreement or take other appropriate measures if the Subrecipient or a key individual of the Subrecipient is found to have been convicted of a narcotics offense or to have been engaged in drug trafficking as defined in 22 CFR Part 140.
 - 7. Termination and Suspension Procedures. Upon receipt of and in accordance with a termination notice as specified above, the Subrecipient shall take immediate action to minimize all expenditures financed by this Subaward. The Subrecipient shall not incur costs after the effective date of termination. Any costs incurred after the effective date of termination will not be reimbursed.

- F. The Subrecipient shall acknowledge English as the controlling language. If this Subaward or any of its supporting documents are provided in a foreign language, the English language version is the controlling version.
- G. In addition to the marking requirements stated in the Standard Provision entitled "Marking and Public Communications under USAID-Funded Assistance" which is incorporated into this Subaward Agreement by reference in Annex Six, the Subrecipient shall follow USAID policies regarding materials produced under the award:
1. The Subrecipient may copyright any copyrightable work developed for, or for which ownership is purchased, under the Subaward. However, a royalty-free, nonexclusive and irrevocable right is reserved for USAID to reproduce, publish or otherwise use the work for US government purposes and to authorize others to do so. EWMI's Civil Society Engagement Program reserves the same rights as USAID, but its reservation (1) is also for such purposes as it in its discretion determines will further Program objectives or otherwise be appropriate; and (2) is perpetual and worldwide. "Copyrightable work" includes films, photographs, graphic works, computer programs, computerized materials, and all matter embodying any of the foregoing. In addition, and without prejudice to the foregoing. The Subrecipient hereby affirms that it will promptly provide EWMI's Civil Society Engagement Program upon request with all data and rights necessary to fulfill the foregoing and any EWMI's Civil Society Engagement Program obligations to USAID under the Cooperative Agreement. USAID and EWMI's Civil Society Engagement Program reserve comparable rights in Subaward-related data.
 2. Any 'public communications', funded by USAID, in which the content has not been approved by USAID, must contain the following disclaimer:
"This study/report/audio/visual/other information/media product (specify) is made possible by the generous support of the American people through the United States Agency for International Development (USAID). The contents are the responsibility of [insert recipient name] and do not necessarily reflect the views of USAID or the United States Government."
 3. USAID policy is that all programs, projects, activities, public communications, and commodities, partially or fully funded by a USAID subaward or cooperative agreement or other assistance award or subaward must be marked appropriately overseas with the USAID Identity.
 4. As a condition of receipt of this Subaward, marking with the USAID Identity of a size and prominence equivalent to or greater than the Subrecipient's, subrecipient's, other donor's, or third party's is required. In the event the Subrecipient chooses not to require marking with its own identity or logo by the subrecipient, USAID may, at its discretion, require marking by the subrecipient with the USAID Identity.
- H. The Subrecipient is responsible for the maintenance of any equipment and/or material received. Title to equipment and other personal property acquired under this agreement vests in the Subrecipient upon acquisition; provided that the Subrecipient shall use such equipment or personal property to further the purposes of this Subaward for as long as it is useful for such purposes.
- I. No lower-tier sub-agreements are permitted under the terms of this award without the prior written approval of the EWMI's Civil Society Engagement Program's CoP.
- J. The Subrecipient will obtain prior written approval from EWMI's Civil Society Engagement Program for any changes to (1) activities supported by this subaward (2) fixed amount of the subaward (3) milestones and, (4) subaward agreement completion date.
- K. Communications must be appropriately managed. Therefore, EWMI's Civil Society Engagement Program requires the Subrecipient, except as otherwise approved, to direct all communications (whether oral, written, or electronic) by the Subrecipient, its personnel, and any lower tier subrecipients or contractors about or affecting the performance of any aspect of the Subaward, to EWMI's Civil Society Engagement Program and not to USAID, other US or Cooperating Country officials. Failure to comply fully with its obligations hereunder may constitute noncompliance.
- L. The Subrecipient agrees to establish safeguards to prohibit personnel from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain. The Subrecipient warrants that it (including its parent, subsidiary, and affiliate organizations, as well as its directors or trustees (as applicable), officers, personnel, agents, and contractors) does not have an actual, potential, or apparent conflict of interest or has fully disclosed all relevant information to EWMI's Civil Society Engagement Program in writing. If a conflict is discovered for the first time after award, the Subrecipient shall immediately

make full disclosure to EWTI's Civil Society Engagement Program, including the actions the Subrecipient has taken or proposes to take to avoid, mitigate or neutralize the conflict(s) to the maximum extent practicable. EWTI's Civil Society Engagement Program may then take such action(s) as it deems appropriate, in its sole discretion, including terminating the Subaward.

- M. The Subrecipient agrees to maintain appropriate and adequate insurance for all activities under the Subaward, especially MEDEX evacuation insurance for international travelers. Notwithstanding the foregoing, to be charged to the Subaward, the costs of insurance in connection with the Subaward must (1) be specifically included in the Budget (or subsequently approved by EWTI's Civil Society Engagement Program) and (2) comply with the Applicable Cost Principles.
- N. All international air travel (including participant travel, where applicable) paid for in any part with Subaward funds shall require EWTI's Civil Society Engagement Program approval. Travel costs shall be subject to the Applicable Cost Principles; the Standard Provision entitled "Fly America Act Restrictions" (August 2013)," which is incorporated into this Subaward Agreement by reference in Annex Seven, and such detailed guidelines, procedures, forms, and requirements as EWTI's Civil Society Engagement Program may prescribe. Any USAID-imposed restrictions shall be passed on to Subrecipient.

ANNEX TWO: PROGRAM DESCRIPTION

EWMI's Civil Society Engagement Program awards this subaward agreement based on the application received in writing from the Subrecipient. The application is considered to be an integral part of this Agreement. If there are any conflicts between the contents of the application and the contents of the subaward agreement and annexes, the subaward agreement and annexes take precedence.

I. General Description of Work

Georgian civil society organizations (CSOs) have historically played a crucial role in advocating for democratic values, human rights, and social development. They have contributed significantly to various sectors, including education, healthcare, gender equality, rule of law, environmental protection, and others. Despite their positive impact, CSOs in Georgia face significant challenges due to increasing negative propaganda and discrediting campaigns. In recent years, there has been a noticeable rise in anti-CSO rhetoric. This propaganda often portrays CSOs in a negative light, labeling them as "foreign agents," "grant-eaters," or "detached from society." Such narratives are fueled by a combination of political motivations and misunderstandings about the role and function of CSOs. The negative portrayal of CSOs is often leveraged to undermine their credibility, diminish their influence, and restrict their operational space. More specifically:

- **Foreign Agents Narrative:** One of the most prevalent narratives is that CSOs are foreign agents working against national interests. This view is perpetuated by associating CSOs with foreign funding and accusing them of being tools for foreign interference. Such claims are designed to create suspicion and weaken public trust in CSOs.
- **Grant-Eaters Accusation:** Another common accusation is that CSOs are primarily focused on securing and spending grants without delivering tangible results. This stereotype undermines the perception of CSOs as valuable contributors to societal development and creates skepticism about their financial transparency and effectiveness.
- **Detachment from Society:** CSOs are often portrayed as being disconnected from the realities and needs of ordinary citizens. This narrative suggests that CSOs operate in a vacuum, disconnected from the grassroots level and out of touch with the challenges faced by everyday people.

Given the critical role that CSOs play in advancing democratic values, social justice, and community development, it is imperative to address and counteract these negative narratives. By showcasing the positive contributions and achievements of CSOs, the project aims to:

- **Rebuild Trust:** Restore public trust and confidence in CSOs by highlighting their positive impact and commitment to societal improvement.
- **Promote Transparency:** Demonstrate the transparency and accountability of CSOs, addressing concerns about grant management and operational effectiveness.
- **Highlight Diversity:** Showcase the extensive geographic and demographic reach of CSOs and their achievements in diverse areas, including human rights, environmental protection, education, and community development.

II. Background:

The Civil Society Engagement Program in Georgia aims to strengthen Georgian civil society through building the capacity of new and existing civic actors to act as trusted, legitimate, and effective representatives of citizens' interests, empower and mobilize communities to advocate for their rights, and build an ecosystem for civic actors to diversify their resource base. The Program supports civic movements, civic activists, and civil society organizations (CSOs) from across the country to put forward and advance citizen-vetted solutions to citizens' key concerns and priorities. To achieve its goals, the Program brings together co-creative processes, tailored and learning-by-doing capacity development assistance, opportunities for building horizontal and vertical partnerships, e-tech solutions, and flexible grant programs.

III. Tasks to be performed:

- A. **Develop Messaging and Campaign Materials:** The project will begin by crafting clear, compelling messages that highlight the achievements and positive impact of Georgian CSOs. These messages will address common misconceptions and counteract negative stereotypes, showcasing the genuine contributions of CSOs to society.

- B. Video Campaign – What They Have In Common: Launching a central video campaign that emphasizes the extensive reach and diversity of CSOs' beneficiaries by showcasing the common thread that unites them: their lives have been positively impacted by CSOs. The video will highlight the diverse ways in which CSOs have supported individuals and communities, featuring real stories.
- C. Video on Alternate Realities: This video or animated photo campaign will depict what life would be like without the contributions of CSOs. Minimalist but high-quality visuals will illustrate the absence of essential services and support provided by CSOs, such as trees disappearing from forests, new equipment vanishing from schools, and rehabilitation centers for children with disabilities ceasing to exist. The video will conclude with a dramatic portrayal of protesters disappearing, leaving only law enforcement on the streets, emphasizing the critical role of CSOs.
- D. Visuals on Disrupted Country: This engaging and relatable campaign will present how CSOs address critical needs and systemic issues in Georgia. Using short, impactful scenes with potential humor and satire inspired by Georgian cinema, the campaign will highlight issues like property rights violations, infrastructure inefficiencies, environmental impacts, and business interests. The unifying message will emphasize that Georgian non-governmental organizations are created not for governments but for Georgian people; Georgian non-commercial organizations are created not for commercial gain but for the benefit of the Georgian people.
- E. Social Media Series: This series will focus on the theme "What We Have in Common," featuring beneficiaries from various fields discussing public issues that concern them. These discussions, held between pairs of participants from different backgrounds, will showcase the diverse perspectives and extensive reach of CSOs across different sectors and communities. The series will be linked to the key message of the "What They Have In Common" video campaign.
- F. Social Media Campaign: The project team will implement a comprehensive social media campaign across platforms like Facebook, Instagram, and Twitter to disseminate campaign materials and engage a broader audience. The campaign will use hashtags and interactive content to boost visibility and interaction. In addition to videos, it will produce and share comics, caricatures, e-posters, and other engaging materials.
- G. Submit Final Report

V. Deliverables:

- A. Draft Campaign Strategy, Summary of the campaign
- B. Script of 1 video – "What They Have in Common", Link to 1 video "What They Have in Common"
- C. Script of 1 video ad – "The world without NGOs", Scripts for 7 short videos, Link to 1 video ad – "The world without NGOs", Update on the placement of video on TV channels, Links to 7 short videos
- D. Links to 10 photos/illustrations
- E. Links to 7 videos by TikTok influencers
- F. Links to social media posts, social media statistics
- G. Final Report

VI. Timeframe (milestones)

- I. 09.16.2024 – 09.30.2024
- II. 10.01.2024- 10.15.2024
- III. 10.16.2024 – 11.15.2024
- IV. 11.16.2024 – 12.16.2024

ANNEX THREE: PROGRAM SUMMARY BUDGET BY MILESTONE

Milestone	Total Budget by Milestone
Milestone I	USD 29,611.67
Milestone II	USD 28,961.67
Milestone III	USD 6,939.33
Milestone IV	USD 5,409.33
Total Amount	USD 70,922.00

ANNEX FOUR: GRANT PAYMENT REQUEST FORM
(Please copy this form and use for each milestone)

The Milestone Payment Request Form is used to process all milestone payments for fixed amount awards.

Agreement Number: _____ Subaward Period: _____

Subrecipient Name: _____

Project Title: _____

Milestone Payment Elements

Milestone Payment #	Milestone Description	Milestone Payment Amount (in USD)

Total subaward amount (in USD): _____

Cumulative Payments (in USD): _____ (including this Payment)

Balance (in USD): _____

The undersigned hereby certifies: (a) the milestone has been achieved; (b) that payment of the sum claimed as total spent in this request is proper and due and that all funds provided by EWMI's Civil Society Engagement Program have been used solely for the purposes described in the Subaward Agreement and in accordance with all of the terms and conditions therein; (c) that appropriate refund or credit to the Subaward will be made in the event of a disallowance in accordance with the terms of the Subaward, for nonperformance in whole or in part under this Subaward, in the event funds are not expended, and that any interest exceeding the local currency equivalent of US\$250 per year accrued on the funds made available herein will be refunded to EWMI's Civil Society Engagement Program; (d) that any detailed supporting information as the EWMI's Civil Society Engagement Program may require will be furnished by the Subrecipient promptly upon request; and, (e) that all requirements called for by the Subaward Agreement have been met up to the date of this certification.

Subrecipient (name and signature): _____ Date: _____

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Reviewed by Component Leader: _____ Date: _____

Approved by Chief of Party: _____ Date: _____

ANNEX FIVE: REPORT FORMAT

FIXED AMOUNT AWARD FINAL PERFORMANCE REPORT FORMAT

If you have any questions regarding the completion and submission of this report, please feel free to contact ~~Capacity Building Manager~~ Capacity Building Manager at ~~EWMI~~ EWMI. The final performance report should be submitted to EWMI via email in Georgian, in Microsoft Word. Attached documents can be in different formats, as appropriate (e.g. Excel, Word, PDF). Please note that this report should summarize the requested information for the entire project period.

General Information:	
Subawardee (Organization) Name:	
Subaward Agreement Number:	
Subaward Start and End Dates:	
Subawardee Contact Person (name, tel, email):	
Report Submission Date:	
Reporting Period (month, date, year):	
Total Project Budget:	
Expenditures:	
Remaining Balance:	

Progress Report on the Final Milestone(s):

Please add as many rows as needed to this table.

Milestone Description: <i>(Please include milestones as noted in your subaward agreement)</i>	Progress: <i>(Please summarize progress toward achievement of these milestones)</i>	Results: <i>(Please report on the results of these milestones)</i>

Assessment of the Project Results:

Have you achieved the objectives set in the start of the project? Please indicate all objectives as noted in the subaward agreement and describe the progress/results achieved. Provide concrete (documents) means of verification for each result/achievement.

Please describe the project's most notable success and explain its significance:

Problems/Obstacles Encountered:

Please provide information regarding main internal and external obstacles encountered during the project implementation. Were you able to address these problems? If yes, how? If no, why?

Public Outreach:

Please, describe your main public outreach and communication efforts in support of the project objectives. What tools did you use to inform and/or engage your target audiences and what were your most significant results in this regard?

Beneficiaries:

Please describe how beneficiaries' (institutions, and/or individual citizens and groups of citizens) participation was ensured and reflected in the project.

How did your activities affect the beneficiaries?

How did you assess beneficiaries' satisfaction?

Volunteers:

Total number of volunteers attracted in the project implementation process (if relevant).

Describe the nature of work carried out by volunteers in the project implementation process (if relevant).

Total number of people who participated in the project activities during the life of the project:

Total Number of people:

Gender:

Men:

	Women:
Age:	26 or younger: Over 26:
Ethnicity:	
Geographic Coverage:	
<i>Please, list the regions, municipalities, towns, and villages where project activities took place.</i>	
Project Sustainability:	
<i>Please explain how the project activities/achievements will continue in the future and/or how its results will be sustained.</i>	
Lessons Learned:	
<i>Looking back on the design and implementation of the project, what would you do differently? What else have you learned through this project that should be actively taken into account in future actions?</i>	
Monitoring and Evaluation Data:	
<i>Please include the monitoring and evaluation data for the entire project period as noted in your subaward agreement.</i>	
Please, provide your suggestions for improving EWMI's grant-making and -management process	

(e.g., grant competition announcement, grant selection, grant administration, monitoring, etc.)

Additional Information:

Please provide any additional information relevant to the project's implementation, results, and challenges not addressed in the other questions.

Media Coverage:

Please provide links (Facebook posts, online articles, news, TV reports, radio programs) to the media coverage/mention of your project activities. Add as many rows as needed.

Link 1:

Link 2:

Link 3:

Link 4:

Attachments:

Please attach supporting documentation including photos, audio-video materials, newspaper articles, reports, attendance sheets, training materials, etc. Please name and number the attachments as indicated in the list below. Add as many rows and attachments as needed.

Attachment 1: Training participants (if relevant). Please use the training report form provided by EWMI

Attachment 2: Volunteers (if relevant). Please use the volunteer registration form provided by EWMI

Attachment 3:

Attachment 4:

ANNEX SIX REQUIRED CERTIFICATION/S

By signing the cover page of this Subaward Agreement, the Subrecipient is certifying to the following:

Certification Regarding Terrorist Financing, Implementing Executive Order 13224

1. The Subrecipient, to the best of its current knowledge, did not provide, within the previous ten years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts, as that term is defined in paragraph 3.
2. The following steps may enable the Subrecipient to comply with its obligations under paragraph 1:
 - a. Before providing any material support or resources to an individual or entity, the Subrecipient will verify that the individual or entity does not (i) appear on the master list of Specially Designated Nationals and Blocked Persons, which list is maintained by the U.S. Treasury's Office of Foreign Assets Control (OFAC) and is available online at OFAC's website : <http://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx> or (ii) is not included in any supplementary information concerning prohibited individuals or entities that may be provided by USAID to the Subrecipient.
 - b. Before providing any material support or resources to an individual or entity, the Subrecipient also will verify that the individual or entity has not been designated by the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the "1267 Committee") [individuals and entities linked to the Taliban, Usama bin Laden, or the Al Qaida Organization]. To determine whether there has been a published designation of an individual or entity by the 1267 Committee, the Subrecipient should refer to the consolidated list available online at the Committee's website: http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml.
 - c. Before providing any material support or resources to an individual or entity, the Subrecipient will consider all information about that individual or entity of which it is aware and all public information that is reasonably available to it or of which it should be aware.
 - d. The Subrecipient also will implement reasonable monitoring and oversight procedures to safeguard against assistance being diverted to support terrorist activity.
3. For purposes of this Certification-
 - a. "Material support and resources" means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safehouses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials."
 - b. "Terrorist act" means-
 - (i) an act prohibited pursuant to one of the 12 United Nations Conventions and Protocols related to terrorism (see UN terrorism conventions Internet site: http://treaties.un.org/Pages/DB.aspx?path=DB/studies/page2_en.xml&menu=MTDSG); or
 - (ii) an act of premeditated, politically motivated violence perpetrated against noncombatant targets by subnational groups or clandestine agents; or
 - (iii) any other act intended to cause death or serious bodily injury to a civilian, or to any other person not taking an active part in hostilities in a situation of armed conflict, when the purpose of such act, by its nature or context, is to intimidate a population, or to compel a government or an international organization to do or to abstain from doing any act.
 - c. "Entity" means a partnership, association, corporation, or other organization, group or subgroup.

- d. References in this Certification to the provision of material support and resources shall not be deemed to include the furnishing of USAID funds or USAID-financed commodities to the ultimate beneficiaries of USAID assistance, such as recipients of food, medical care, micro-enterprise loans, shelter, etc., unless the Recipient has reason to believe that one or more of these beneficiaries commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.
- e. The Subrecipient's obligations under paragraph 1 are not applicable to the procurement of goods and/or services by the Subrecipient that are acquired in the ordinary course of business through contract or purchase, e.g., utilities, rents, office supplies, gasoline, etc., unless the Subrecipient has reason to believe that a vendor or supplier of such goods and services commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

Certification Regarding Lobbying

The Subrecipient certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal Cooperative Agreement, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, subaward, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, subaward, loan, or cooperative agreement, the Recipient shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
3. The Subrecipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subsubawards, and contracts under subawards, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The Subrecipient states, to the best of his or her knowledge and belief, that: If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the Recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

ANNEX SEVEN: MANDATORY STANDARD PROVISIONS AND REQUIRED AS APPLICABLE PROVISIONS

This Subaward Agreement incorporates by reference, with the same force and effect as if they were given in full text, certain "Standard Provisions for Fixed Amount Awards to Nongovernmental Organizations," which appear in Chapter 303 of USAID's Automated Directives System and are available online at <http://transition.usaid.gov/policy/ads/300/303mat.pdf>. Below is list of these provisions, including an "X" next to each provision that applies to this Subaward Agreement.

Except as otherwise indicated in this Subaward Agreement, or where the context clearly requires a different meaning, terms used in the Standard Provisions shall have the following meanings: "subawardee" and "recipient" shall mean the Subrecipient; "subaward" and "award" shall mean this Subaward Agreement; "USAID", "Government", "Mission", "Agreement Officer", and "Agreement Officer's Representative" (or AOR) shall mean EWMI; and "subaward", "subagreement" and words of similar import shall mean lower-tier approved subawards (and, as appropriate, Subrecipient contracts) under this Subaward. With respect to documentation and approvals required under these provisions, all such documentation and approvals shall be submitted to or requested from EWMI.

Mandatory Standard Provisions For Fixed Amount Awards To Nongovernmental Organizations

- ☒ M1. SUBMISSIONS TO THE DEVELOPMENT EXPERIENCE CLEARINGHOUSE AND DATA RIGHTS (JUNE 2012)
- ☒ M2. MARKING AND PUBLIC COMMUNICATIONS UNDER USAID-FUNDED ASSISTANCE (JULY 2015)
- ☒ M3. DRUG TRAFFICKING AND DRUG-FREE WORKPLACE (JUNE 2012)
- ☒ M4. DEBARMENT AND SUSPENSION (JUNE 2012)
- ☒ M5. PREVENTING TRANSACTIONS WITH, OR THE PROVISION OF RESOURCES OR SUPPORT TO, SANCTIONED GROUPS AND INDIVIDUALS (MAY 2020)
- ☒ M6. TRAFFICKING IN PERSONS (APRIL 2016)
- ☒ M7. VOLUNTARY POPULATION PLANNING ACTIVITIES – MANDATORY REQUIREMENTS (MAY 2006)
- ☒ M8. EQUAL PARTICIPATION BY FAITH-BASED ORGANIZATIONS (JUNE 2024)
- ☐ M9. USAID IMPLEMENTING PARTNER NOTICES (IPN) POTENTIAL FOR ASSISTANCE (JULY 2014)
- ☒ M10. PILOT PROGRAM FOR ENHANCEMENT OF GRANTEE EMPLOYEE WHISTLEBLOWER PROTECTIONS (DECEMBER 2022)
- ☐ M11. SUBMISSION OF DATASETS TO THE DEVELOPMENT DATA LIBRARY (OCTOBER 2014)
- ☐ M12. PROHIBITION ON REQUIRING CERTAIN INTERNAL CONFIDENTIALITY AGREEMENTS OR STATEMENTS (MAY 2017)
- ☐ M13. SAFEGUARDING AGAINST EXPLOITATION, SEXUAL ABUSE, CHILD ABUSE, AND CHILD NEGLECT (OCTOBER 2023)
- ☐ M14. MANDATORY DISCLOSURES (JUNE 2023)
- ☐ M15. NONDISCRIMINATION AGAINST BENEFICIARIES (NOVEMBER 2016)
- ☐ M16. CONFLICT OF INTEREST (AUGUST 2018)
- ☐ M17. EXCHANGE VISITORS VISA REQUIREMENTS (DECEMBER 2022)