

Appendix no. 1 – Expert Request Form

 <p>CZECH REPUBLIC DEVELOPMENT COOPERATION</p> <p><i>Expert Request Form</i></p>	<p>Request number: (Allocated by the Czech Development Agency)</p>
<p>Title: Mtskheta–Mtianeti – Tourist Friendly Region</p>	
<p>Expected field of expertise: Public participation, involvement of citizens into planning of tourism development</p>	
<p>Partner country: Georgia</p>	<p>Region/town/locality: Mtskheta – Mtianeti</p>
<p>Expected Start and End Dates: From 1.5.2017 – 30.9.2017</p>	<p>Total amount of days in the field: 30</p>
<p>Expected Czech ODA financial contribution (EUR): 4 500 EUR</p>	<p>Estimated co-financing from the partner institution (financial contribution in EUR/ in kind in detail) 2 000 GEL</p>
<p>Applicant / Partner Institution: <i>Name, type, mail and web address of partner institution; name and position of responsible manager/contact person, phone, fax, e-mail.</i></p> <p>Shalva Givishvili, Executive Director, Regional Development Agency of Mtskheta-Mtianeti, 73, Aghmashenebeli str. 3300, Mtskheta, Georgia, Tel.: (+995 32) 2 308 609, Mob.: (+995 577) 53 33 22 E-mail: greenregiongeo@gmail.com, shalva.givishvili@gmail.com , URL: www.greenregion.ge</p>	
<p style="text-align: center;">CONTEXT AND RATIONALE</p> <div style="display: flex; align-items: center;">   </div>	

Context:

Problem analysis. Please explain current situation and why the expert is requested (what is his/her added value).

Regional Development Agency (RDA) is a newly created entity with a goal to support the development of Mtskheta–Mtianeti region. The region has prepared a very good strategy with the main goal to be a green sustainable region based on sustainable housing, rural development and sustainable tourism as one of the main income sources.

To fulfill this goal the region has to undertake many steps. One of the most urgent and important ones is a preparation of the tourism strategy together with opening of some tourism info points. The strategy has to be a broadly accepted community owned document based on local tradition, expertise and specialties, so it is desirable to prepare it together with the community, it means in participative way. Due to financial reasons RDA has only two employees, so it is understaffed. It urgently needs an expert to help with this strategy.

I. Bursikova has a profound knowledge of Georgian situation (political, economic, etc.), especially of the regions of Khevsureti and Pshavi. She has also many contacts there and local people trust her. RDA appreciates her expertise in public participation and preparation of strategies with citizens (she conducted a workshop about it in Marneuli in 2016). Her expertise is very useful for Mtskheta–Mtianeti region, especially in combination with Ivo Sanc, ex-Mayor of Kutna Hora, who has special expertise in fostering tourism and preparing tourism strategies from the touristic region of Kutna Hora (he also had a seminar about it in Marneuli, supported by CDA). I. Bursikova can share her know-how with RDA and together they can prepare framework and methodology for the whole province strategy and pilot it in Khevsureti and Pshavi.

Besides proceeding with the Strategy RDA would like to open some tourist info point in Korsha, Pshavi or another locality. There are several possibilities, which have to be again discussed with local population and then developed. The process should be steered by the local project manager, Shalva Givishvili, supported by I. Bursikova (preparation of analytical materials for the strategy, methods

Expected outputs and outcomes:

Please, explain, what is expected from the expert in detail (elaboration of analysis, seminar, forum, etc.) and when and how those outcomes will be used.

Expectations from the expert:

- Understanding the political system and having praxis in working with local governments in Georgia
- Bringing profound knowledge of methods and techniques used for fostering public participation in creation of strategies
- Possessing experience from both the NGO sector and as an elected official in local government in her/his country
- Sharing experience and knowledge regarding implementation of similar projects from her/his country
- Giving recommendations to project manager regarding effective methodology for the project
- Providing project manager tested civic engagement methods from her/his country which will facilitate the involvement of local population into government activity
- Support project manager in preparation of the tourism strategy, especially preparing a methodological framework for the whole regional strategy and piloting it in Pshavi and Khevsureti
- Evaluate the results and process of completed projects, and if applicable, make changes with the project manager to ensure long-term improvement and sustainability of the project.
- At least basic understanding of Georgian, fluent Russian

Outcomes:

- Seminar about preparation of tourism strategies with citizen involvement for RDA and employees of the Regional Administration
- Seminar about best practices in development of tourism in CR (I. Sanc)
- Methodological support of the project manager – setting the framework and methodology for preparation of the Tourism strategy sustainable way with involvement of local community
- At least two seminars with local people – brainstorming, gathering of analytical information, preparation of SWOT analysis
- At least two focus groups – discussion of the strategy priorities with citizens
- Preparation of the tourism info points – discussing it with local population, choosing the best place, material support for opening of one or two of the places (e.g. Korsha, Magharoskari or other).

Role of the applicant/partner organization and roles of other key partners:

Please describe briefly the roles and responsibilities of key project stakeholders and their relation towards the expert (towards his/her work).

In the scope of the project the main goal of the RDA and the Province Administration is to:

- dedicate the time of the project manager to the project
- support the expert in its work
- help her/him with organization of all events
- provide spaces for gathering of the citizens etc.
- promote civic participation in decision-making

Complementarity:

Analysis of other relevant development interventions executed by the government (or) in co-operation with other donors, complementarity of the requested intervention with activities carried out so far.

RDA and the Regional Administration has already discussed possible cooperation with RNDr. Ivana Bursikova from the Czech NGO Agora CE on three meetings (one with the Governor, Gocha Zeikidze, second with his deputy, Koba Arabuli, and third with the head of RDA, Shalva Givishvili).

I. Bursikova also finished a project supported by Czech MFA called **Support of local governments in implementing participatory processes at the local level - the transfer of Czech experience** in 2015. Activities from this project were taking place in Telavi and Gori. In the scope of this project a methodology on participation was developed and training for politicians and civil servants was conducted. Mtskheta-Mtianeti can benefit from both activities.

I. Bursikova is currently working on the CDA supported project **Support of tourism potential in mountain regions of Georgia as a means of their development**. In the scope of the project there will be several meetings that can be targeted also on development of tourism strategy, so the potential of local people can be well exploited. RDA would like to create synergies of those two activities.

Date and Signature:

Place, date, name of authorised person within applicant institution and his/her signature, stamp.