

8. Annexes

A. List of abbreviations

ABCO	Association of Business Consulting Organizations of Georgia
Caritas CZ	Caritas Czech Republic
CZDA	Czech Development Agency
MFA	Ministry of Foreign Affairs

B. List of documents

- Complete available Project documentation 2011 - 2012
- Available financial reports 2011 - 2012, Caritas CR
- Available monitoring reports, Czech embassy in Tbilisi
- Final report on process and results of the special reconstruction and development aid to Georgia, 2008-2010
- Available project documentation of the Czech development agency
- **Koncepce zahraniční rozvojové spolupráce ČR na léta 2010 - 2017**
http://www.mzv.cz/public/5b/5c/67/501254_391744_Koncepce_ZRS.doc
- Business planning training materials, ABCO
- **Gender Assessment USAID/Georgia, 2010**
http://georgia.usaid.gov/sites/default/files/Georgia_Gender_Assessment.pdf
- **“Food Safety in Georgia”, 2009 & “Competition in Georgia”, 2012**
<http://www.transparency.ge/en/content/food-safety-georgia>,
<http://www.transparency.ge/en/post/report/tig-publishes-report-on-competition-in-georgia>
- **Project Design Manual A Step-by-Step Tool to Support the Development of Cooperatives and Other Forms of Self-Help Organization, ILO, 2010**
http://www.ilo.org/wcmsp5/groups/public/---ed_emp/---emp_ent/---coop/documents/instructionalmaterial/wcms_159819.pdf
- **press monitoring in Georgia**
- **The Georgian Taxation System – An Overview, Transparency International Georgia, 2010**
http://transparency.ge/sites/default/files/post_attachments/Taxation%20in%20Georgia%20_ENG_final_0.pdf
- farming systems in Samtskhe, CARE International
- The Road to Results, Designing and Conducting Effective Development Evaluations, Linda Imas, Ray Rist, IBRD/WB 2009
- Ministry of Agriculture Statement of Philosophy, 2008
- Evaluation report “Enhancing effectiveness of small farmers in Georgia”, 2012
- other documents, maps and e-mails relevant to the project

C. List of interviews and group discussions in the Czech Republic and Georgia

List of interviews in the Czech Republic and Georgia*

**in order to secure anonymity to the end beneficiaries who provided an interview for us, we prefer not to mention their names in this list*

Preparatory phase - assembling the evaluation expectations of the Ministry, CDA and Caritas CR, understanding the strategic issues, data collection

August 28	15:00	Prague	Ministry of Foreign Affairs of the CR	milan_konrad@mzv.cz	Milan Konrád , development cooperation and humanitarian aid
September 17	9:00	Prague	Czech Development Agency	silhankova@czda.cz	Kateřina Šilhánková , project identification and monitoring, Georgia
	11:00	Prague	Czech Development Agency	cernik@czda.cz	Jan Černík , project identification and monitoring, Georgia
September 20	11:00	Prague	Caritas CR	jana.kowalova@caritas.cz,	Jana Kowalová , program manager for Georgia
	13:00	Prague	Caritas CR	oldrich.pospisil@caritas.cz	Oldřich Pospíšil , department of humanitarian and dev. cooperation

Field phase - local findings in Georgia

October 8	12:00	Tbilisi	Caritas Georgia	liana.mkheidze@caritas.ge	Liana Mkheidze , director
	16:00	Tbilisi	Czech embassy Czech embassy	Albert_Sido@mzv.cz	Albert Sidó , development cooperation attache Sofia Kamuschadze , development cooperation assistant
October 12	12:00	Dioknisi	Dioknisi Rural service centre		group discussion - 20 members of the Rural service centre
		Dioknisi	Dioknisi Rural service centre		observation walk , talking to randomly met farmers in the village
	17:00	Dioknisi	Dioknisi Rural service centre		local government representative
	18:00	Dioknisi	Dioknisi Rural service centre		Gia Dzvirkadze (head of the centre), Levan Shavadze (tractor driver)
October 13	8:00	Dioknisi	Dioknisi Rural service centre		wives of the farmers
	11:00	Didachara	Didachara Rural service centre		head of the village government
	11:20	Didachara	Didachara Rural service centre		group discussion - 5 members of the Rural service centre
	15:00	Didachara	Didachara Rural service centre		observation walk , talking to randomly met farmers in the village
	19:00	Didachara	Didachara Rural service centre		David Tsulukidze (centre leader)

October 16	20:00	Tbilisi	ABCO	k_zhgenti@abco.ge	Konstantin Zhgenti , director
October 17	10:00	Tbilisi	Agricultural University of Georgia	gigoli1945@mail.ru	Giuli Gogoli 1 trained trainor
	12:00	Tbilisi			Albert Sidó , development cooperation attache
	16:00	Tbilisi	Czech embassy	Albert_Sido@mzv.cz	Kateřina Šilhánková , project indentification and monitoring, Georgia
		Tbilisi	Czech Development Agency	silhankova@czda.cz	
<i>Concluding phase - data analysis, verification of collected data</i>					
October 18		e-mail questionnaire to Caritas CR representatives (2 formal and 1 current)		shorakova@seznam.cz cernik@czda.cz jana.kowalova@caritas.cz	Sylva Horáková , former Caritas CR project manager Jan Černík , former Caritas CR project manager Jana Kowalová , program manager for Georgia

D. Questionnaires

Dioknisi and Didachara rural service centre

Farmers and Trained trainers

Open introduction

RELEVANCE

Leaders of the rural service centers

1. Whose idea was it to establish your rural service centre?
2. Did you support it and why?

Farmers

1. Why did you decide to join the group?
2. What did you need and expect?

1. GOAL no. 1: Supporting good practices of cooperative approach among small farmers

- a. Did the project contribute to the cooperative approach?
- b. What are the services that you need from the rural service centre?

2. GOAL no. 2: Functioning and sustainable agricultural business centre

- a. What is your experience with the demo projects?
- b. Are you satisfied with the new potato seeds?
- c. Did you manage to return the seeds?

3. GOAL no. 3: Small farmers' increased capacity

- a. Which changes in the farmers' agricultural practices can you observe? (potato growing, fertilizing, practices against the soil erosion/landslides)
- b. Selling through the centre?

4. Which planned project goals have not been fulfilled and why?

EFFICIENCY

1. How well is your centre operating?
2. What could be improved?

SUSTAINABILITY

1. Do you have a strategic plan and do you work according to it?
2. How are the centers owned?
3. How is your center financed? Does it create profit?
4. Is there any budget (savings plan) for repairs (machinery, buildings)?
5. Do you give any money to the centre?

Czech embassy, Caritas Georgia, ABCO
Leaders of agriculture rural service centers

Open introduction

1. How do you evaluate your cooperation with Caritas CR?

RELEVANCE

Czech embassy, Caritas Georgia, GABC, ABCO

1. Are cooperatives/agricultural rural centers common in Georgia?
2. What is the ideal form of an agricultural rural association (tax, empowerment of small farmers-democracy, capacity)?
3. Are cooperatives in line with the policy of the Ministry of agriculture?
4. How are cooperatives perceived by the rural farmers? (Any negativity from the past?)
5. Are there other initiatives in regions that establish such rural associations?
6. Whose idea was it to establish the 2 rural service centers?

Leaders of agriculture rural service centers + farmers

1. Whose idea was it to establish your rural service center?
2. Did you support it and why?

EFFECTIVENESS

OVERALL MISSION:

- a. Did the project bring any change to the rural economics?
1. **GOAL no. 1: Supporting good practices of cooperative approach among small farmers**
 - a. Did the project contribute to the cooperative approach?
 2. **GOAL no. 2: Functioning and sustainable agricultural business centre**
 - a. What is your experience with the demo projects?
 - b. How do the farmers apply the information from the training?
 - c. Have the farmers changed their agricultural methods in any way?
 3. **GOAL no. 3: Small farmers' increased capacity**
 - d. Do the centers have enough customers/ways to sell the products?

Which planned project goals were not fulfilled and why?

EFFICIENCY

1. To what degree do you think the project money was well used?
2. Are there any cases where the funds could have been used better?
3. Is it worth starting up small rural centers? What is the ideal size of a centre (member-wise)?
4. How do you do the "capacity assessment" of the incoming parties?

SUSTAINABILITY

Czech embassy, Caritas Georgia, GABC, ABCO

1. How well are the 2 centers operating now (October 2012)?
2. Do they have a strategic plan and do they work according to it?
3. How are the centers financed? Do they create profit?
4. Is there any budget (savings plan) for repairs (machinery, buildings)?

E. Photographs from the evaluation mission – October, 2012 - Dioknisi



Group discussions in Dioknisi



The current rented potato warehouse.

The barn Dioknisi rural centre would like to renovate and use it as their own potato warehouse.





The purchased tractor in front of the barn.

The purchased equipment for Dioknisi.



Having stayed overnight, we could spend more time talking and getting to know more about the projects.

It was important to finally be able to talk to women, who were always very busy during the day.



Photographs from the evaluation mission – October, 2012 – Didachara



Group discussion

Purchased equipment for Didachara service centre





The mountains are beautiful but dangerous, e.g. landslides are quite common.

In the centre of the photo you can see a torn off part of a hill that killed over 20 people some years ago.

Seeing fields in Didachara village where the tractor has been tested.



Talking to randomly met farmers.

Having stayed overnight, we could spend more time talking and getting to know more about the projects.

It was important to finally be able to talk to women, who were always very busy during the day.



F. Evaluation team

HLAVNÍ EVALUÁTOR

Lenka Černá, M.A.

Slepá I 100/21, 142 00 Praha 4, tel. 602 190 960, e-mail: lenkacerna111@gmail.com

„Věnuji se rozvojové práci od roku 2000. Pro pozici hlavního evaluátora projektů v Gruzii nabízím teoretické zázemí i bohaté zkušenosti. Vystudovala jsem rozvojová studia a metody odstraňování chudoby na prestižním Institutu sociálních studií v Den Haagu, jejichž součástí byl i předmět „Monitoring a evaluace rozvojových projektů“ a „Metody evaluace“. Během práce pro Rozvojové středisko MZV jsem prošla školením projektového cyklu a sama pak vyučovala fázi monitoringu.

V rozvojových zemích jsem pracovala na různých projektech celkem cca 3 roky. Mám zkušenosti se zemědělskými projekty, díky nimž družstva farmářů zvyšují svoji kapacitu a získávají výhodnější podmínky na trhu.

Vedla jsem evaluační misi MZV do Etiopie (2 rozvojové projekty Člověka v tísní v sektoru vzdělání). Dále jsem evaluovala dalších 6 projektů v Ugandě, Indii, Litvě (Arcidiecézní charita Praha) a v Ugandě a Filipínách (Excellent Plzeň).

Po 5 letech intenzivní práce pro naši rodinnou společnost Excellent Plzeň, která úspěšně zavedla fair trade produkty do mnoha firem i řetězců, jsem vyjednala její akvizici belgické rodinné společnosti. Od března 2012 jsem na volné noze a částečně se věnuji vzdělávání/osobnímu rozvoji a částečně poradenství/evaluacím a dobrovolnické práci. Jsem členkou České evaluační společnosti a pravidelně se účastním odborných konferencí.“

Role při evaluaci

- koordinace týmu
- příprava plánu a metod evaluace
- sběr a analýza sekundárních dat
- příprava dotazníků a evaluačních otázek pro jednotlivé respondenty
- provedení rozhovorů v České republice
- rozhovory a přímá pozorování v Gruzii
- dokončení a odevzdání průběžné zprávy, zpracování připomínek referenční skupiny/realizátora
- odevzdání evaluačních zpráv
- prezentace výstupů evaluace referenční skupině

EXPERT NA ZEMĚDĚLSTVÍ A MALÉ A STŘEDNÍ PODNIKÁNÍ

Ing. Jiří Hejkrlik, Ph.D.

Kontaktní údaje

„Rozvojem zemědělství a venkova v rozvojových zemích se zabývám teoreticky i prakticky již řadu let. Vystudoval jsem obor Ekonomika zemědělství a rozvoje venkova na Institutu tropů a subtropů při České zemědělské univerzitě v Praze (ČZU) kde působím jako pedagog, výzkumný pracovník a zástupce ředitele do dnešních dnů. Již v roce 2005-2006 jsem strávil dva roky řízením projektových aktivit zemědělských projektů ZRS ČR v Angole.

Od té doby jsem se v roli vedoucího projektu, formulátora, administrátora nebo odborného garanta projektových aktivit účastnil řady rozvojových projektů v Angole, Mongolsku, Haiti a Etiopii. Ve všech projektech se snažím spojovat praktické a vyzkoušené zkušenosti s akademickým přístupem zaměřeným na hledání efektivních inovací a využitím nejaktuálnějších teoretických poznatků. Jsem zakládajícím členem Fairtrade Česká republika a dlouholetým členem kontrolní komise FORS.

V roce 2010 jsem absolvoval mezinárodní evaluační školení SlovakDET - International Development Evaluation Association, IPDET. Od té doby jsem realizoval několik vnitřních evaluací projektů ČZU. Působím jako spolu-lektor odborných předmětů "Agricultural project planning and management" a "Evaluation and monitoring" na ČZU."

Role při evaluaci

- odborné konzultace při přípravě dotazníku pro jednotlivé respondenty
- rozhovory a přímá pozorování v Gruzii
- vypracování evaluace obou projektů z odborného hlediska
- prezentace výstupů evaluace referenční skupině

NEZÁVISLÝ GRUZÍNSKÝ EXPERT

Tamar Tatishvili

64 Abashidze Street, Apt 29, Tbilisi, 0162, tel. +995 599 255 058, tamar.tatishvili@gmail.com

„Mám sedmiletou zkušenost s prací pro mezinárodní neziskové organizace a nedávno jsem obdržela svůj druhý magisterský titul v Public Administration a Non profit management na Georgia State University (USA).

Mé předchozí pozice zahrnovaly projektový a finanční management a vyžadovaly jednání s různými místními i zahraničními partnery a dárci. Navíc mám zkušenosti s poskytováním tlumočení a překladů z/do angličtiny, ruštiny a gruzínštiny. Věřím, že tyto zkušenosti a dovednosti budou přínosem pro českou evaluační misi dvou projektů v Gruzii“.

Role při evaluaci

- pomoc při přípravě šetření v Gruzii (vyhledání a zajištění vhodného ubytování, zajištění dopravy týmu, plán cesty do jednotlivých projektových krajů)
- tlumočení u všech rozhovorů, kde respondenti nemluví anglicky
- přítomnost po celou dobu pobytu v Gruzii a konzultace ke všem částem evaluační zprávy (relevance, efektivnost, efektivita, udržitelnost, dopady a průřezové principy ZRS ČR)
- vyjádření odborného názoru na dopad obou projektů na místní komunitu
- dohled nad týmem, aby byl kulturně sensitivní a chápal kontext projektů

H. The original logframe, 2010

Annex VI – Logical Framework Matrix

Project proposal: "Establishment and Support of a Rural Service Centre in the Khulo District, the Autonomous Republic of Adjara, Georgia"

	Project description (logic of intervention)	Objectively verifiable indicators	Sources of indicators' verification	Preconditions and risk (key external factors influencing the course and success of the project)
Aim	Support of selected agricultural activities as sustainable source of livelihood in the rural region of Georgia by means of cooperative management model application	Increased volumes of sold agricultural production Increased availability of inputs	Feedback from farmers Official statistics	Stable political environment; stable climate; demand for plants grown in Georgia
Goal 1	Promotion of good practice of cooperative management of small farmers and preparation of the model's implementation in the selected region in Georgia	Interest in the cooperative management model on the part of involved parties International donors' references in Georgia	Survey among professionals and experts in the field of agricultural business	Access to information PR of the project Interest on the market in the offered production Business contact, improvement of negotiating position Interest on the part of farmers in training
Goal 2	Functioning and sustainable agricultural business centre able to compete	Existing equipped centre providing services and generating income	Accounting statements, narrative reports	
Goal 3	Small farmers' increased capacity	Farmers used gained knowledge in practice	Quality agricultural production	
Output 1.1	Information campaign in the target area took place	At least 260 small farmers got informed	Narrative report	Interest in the project on the part of local inhabitants and local government Required inputs from farmers are available
Output 1.2	Updated handbook of good practice examples	Updated handbook in Georgian and English version	A copy of the manual	Minimum bureaucratic or other hindrances on the part of
Output 2.1	Selected group of farmers which will establish the agricultural service centre	Creation of the Initiative Group At least 15 participants of business planning training have been trained Attendance sheets from the business planning training	List of farmers who will establish the centre Description of the process in the	

		Created business plans Photographic documentation	narrative report	Georgian authorities The required technology is available on the market Suitable plots for demo projects are available to farmers Interest in trainings
Output 2.2	Registered agricultural service centre	Registration of the centre by relevant Georgian authorities	Official document confirming the centre's legal form	
Output 2.3	Agricultural service centre is equipped by the necessary agricultural technology	Announced tender for technology purchase List of purchased technology and purchased potato seeds Photographic documentation	Minutes from the meeting of the selection committee Handover protocol Accounting documents	
Output 2.4	The centre's agricultural activity has started	Completion of at least 15 demo projects; Photographic documentation	Narrative reports	
Output 3.1	Selected farmers have been trained and are able to transmit gained knowledge to other farmers in the area	At least 15 trained future trainers in potatoes growing At least 15 trained future trainers in animal feeding At least 15 trained future trainers in improvement of presentation techniques	Attendance sheets Photographic documentation	
Output 3.2	Local farmers have been trained by new trainers in agricultural topics	At least 30 trained local farmers in potatoes growing At least 30 trained local farmers in pastoralism At least 15 trained local farmers in environment protection	Attendance sheets Photographic documentation	
Output 3.3	Farmers have practical experience with growing of quality cultivar potatoes	Completed demo projects	Narrative reports, Photographic documentation	
Activity 1.1.1.	Informing the local government representatives	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses	CZK 119 706	
Activity 1.1.2.	Information campaign for the target group has been carried out	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses	CZK 188 556	

		Long-term expert		
Activity 1.2.1.	Update of the handbook of good practice examples	Community mobiliser Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses Long-term expert	CZK 150 306	
Activity 2.1.1.	Selected initiative groups of farmers	Community mobiliser Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses	CZK 119 706	
Activity 2.1.2.	Organization of training in business planning	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses Long-term expert Training costs	CZK 194 511	
Activity 2.1.3.	Selection of the victorious group of farmers	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses	CZK 119 706	
Activity 2.2.1.	Registration of the agricultural service centre in the Khulo district	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses	CZK 119 706	
Activity 2.3.1.	Selection of the agricultural technology supplier	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses Agronomist Purchase of agricultural technology	CZK 1 556 456	
Activity	Procurement of potato	Proportionate salary of the coordinator	CZK	

2.3.2.	seeds	Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses Agronomist Purchase of potato seeds	619 506	
Activity 2.4.1.	Production of potato seeds by means of demo project s	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses	CZJ 119 706	
Activity 2.4.2.	Marketing support of the agricultural service centre	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses Agronomist Marketing expert	CZK 180 906	
Activity 3.1.1.	Organization of training for trainers in potatoes growing	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses Long-term expert Training costs	CZK 187 121	
Activity 3.1.2.	Organization of training for trainers in animal feeding and pastoralism	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses Long-term expert Training costs	CZK 187 121	
Activity 3.1.3.	Organization of training for trainers in presentation skills improvement	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses Long-term expert Training costs	CZK 163 531	
Activity 3.2.1.	Organization of training for local farmers in potatoes growing	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional	CZK 144 921	

		Proportional support expenses Long-term expert Training costs		
Activity 3.2.2.	Organization of training for local farmers in animal feeding and pastoralism	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses Long-term expert Training costs	CZK 144 921	
Activity 3.2.3.	Organization of training for local farmers in agriculture and environment protection in land cultivation in sensitive areas	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses Long-term expert Training costs	CZK 163 911	
Activity 3.3.1.	Implementation of demo projects with selected local farmers	Proportionate salary of the coordinator Financial manager+ driver Accommodation, local transport, per diems VAT – proportional Proportional support expenses	CZK 119 706	
				Initial conditions - stable political and safety situation in the country - interest in the project on the part of local farmers