

Kingdom of the Netherlands

Giorgi Kldiashvili
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Date 20-11-2014
Re Contribution agreement for the event *Internet Freedom as Human Right in Georgia*

Our reference
GEPKP2014/04

./ With reference to your electronic letter of 10 November 2014 and your proposal concerning *Internet Freedom as Human Right in Georgia*, I am pleased to inform you on behalf of the Netherlands Minister of Foreign Affairs that a contribution of up to EUR 6499,35 will be made towards the costs of the above-mentioned activity.

The contribution shall be subject to the following conditions:

1. The activity to be financed from the contribution:
 - shall be implemented under your responsibility
 - in the manner described in the above-mentioned letter received from you
 - in accordance with the budget approved by me (as appended)
 - from November 10, 2014 to December 10, 2014 (the event will take place on December 6, 2014).
2. Any changes in the agreed manner of implementation of the activity and/or in the budget shall be submitted in writing to me in advance for approval. If I have not replied in writing within one month of receipt of the changes, they may be deemed to have been approved. Any arrangements with third parties regarding the activity funded from the contribution shall be recorded by you in writing.
3. The contribution shall be pre-paid upon receipt of the countersigned contribution agreement.
4. Within 6 weeks of the end of the activity (January 16, 2015) you shall submit a financial overview, from which it can be established whether the budget was spent in accordance with this agreement.
5. You shall be responsible for maintaining sound management procedures and keeping proper accounts for the activity financed from the contribution. I reserve the right to inspect or instruct others to inspect the work carried out as part of the activity, including the accounts kept

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Internet Freedom as Human Right

Name of the Applicant/Organization & Country:

Institute for Development of Freedom of Information-IDFI/Ge
Internet Freedom as Human Right

Project Name:

1 Month

Project Duration:

EUR

Currency:

6499.35

Total budget:

2.2077

Exchange rate (19 Nov 2014):

1. Personnel: Salaries, Wages and Fring Benefits						
Name:	Position Title:	Unit	Number of units	Net Price of 1 unit	Total Net (EUR)	Total Gross (EUR)
Tamar Iakobidze	Project coordinator	person	1	600.00	600.00	750.00
Londa Beria	Project assistant	person	1	380.00	380.00	475.00
Xander Bouwman	Guest speaker	person	1	100.00	100.00	125.00
To be defined	Moderator	person	1	300.00	300.00	375.00
To be defined	Speakers	person	8	150.00	1,200.00	1,500.00
Maka Menabde	Simultaneous interpreter	person	1	280.00	280.00	350.00
MEC	Cleaning lady	person	1	24.00	24.00	30.00
Total Salaries & Wages:						3,605.00

2. Travel & Transportation (specify in detail)						
Transportation to/from Georgia (Guest	Unit Type	Cost/Unit	Number of	Net Price of 1 item	Total Net	Total Gross (EUR)
Roundtrip						500.00

Taxi to/from airport (Guest speaker)	Roundtrip	10.00	2		20.00
Accommodation (Guest speaker)	Room/Night	56.00	3		168.00
Per Diem (Guest speaker)	Per person	27.00	3		81.00
Total Travel & Transportation:					769.00

3. Equipment/Supplies (specify in Detail)

Office supplies					100.00
Total Equipment/Supplies:					100.00

4. Other Direct Costs (ODCs) (specify in detail)

e.g., Training Activities, Conferences, Office rent, Communications, Internet, printing/Photocopy etc.

	Unit Type	Cost/Unit	Number of	Net Price of 1 item	Total Net	Total Gross (EUR)
Coffee Breaks	Person	4	100.00			400.00
Translation equipment (booth,						295.00
Printing of Pens		0.76	150			114.00
Printing of Notebooks		2.71	150			406.50
Facebook promotion						30.00
Advertisement						14.00
Total Other Direct Costs:						1,259.50
Miscellanea						150.00
Bank charge	per transactions					25.00

