

Timeline

Tasks	Time (weeks)																			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Prepare a detailed methodology	█	█																		
Prepare of detailed work plan and communicate with municipality representatives	█	█	█	█																
Conduct situational analysis in connection with open data collection, processing and publication practices (<i>situational analysis process among other elements should also envisage focus group meetings with different stakeholders</i>);				█	█	█	█	█	█											
Based on findings of situational analysis and international best practices develop situational analysis reports together with recommendations tailored to the individual needs of Municipalities								█	█	█	█	█	█	█	█					
Update Open Data Manual														█	█	█	█			
Develop training module and materials																█	█	█		
Conduct capacity building activities for the relevant staff of 6 City Halls to successfully collect, process and publish open government data in practice.																		█	█	█
Develop and submit all deliverables in the final form including the final report summarizing work conducted and results achieved																				█

Project Budget

Project Budget		
#	Category	Total Expenses in GEL
#1	Personnel	GEL 58,075
#2	Travel, Transportation and Per Diem	GEL 3,465
#3	Other Direct Costs	GEL 8,631.50
	Total	GEL 70,171.50