



Open Information Partnership Grant Agreement

with

Georgia's Reforms Associates



Fixed Price Grant Agreement

This agreement is made by Zinc Network Ltd, located at 230 Blackfriars Road, London, SE1 8NW, UK in as directed the Open Information Partnership Board as administrator of the grant and Georgia's Reforms Associates located at Georgia, Tbilisi, 0112, Aghmashenebeli Ave. Ne189, 3rd floor.

1 OIP Grant Number	2 Amount	3 Term	4 Start Date	5 End Date
LMOIP210	£2,000.00	2 months	31 st March 2025	31 st May 2025

6 Grantee

Legal name: Georgia's Reforms Associates
Address: Georgia, Tbilisi, 0112, Aghmashenebeli Ave. Ne189, 3rd floor
E: grcs@grcsqteggp.Qre
Project Lead: Paata Gaprindashvili
E: Paata0207@gmail.com
T: +995 599545308

7 Zinc Network, on behalf of OIP

Contact: Elspeth Suthers
Position: Project Director
E: elspeth.suthers@zincnetwork.com

Contact: Nino Zedelashvili
Position: Senior Regional Manager
E: nino.zedelashvili@zincnetwork.com

Contact: oipgrants@zincnetwork.com

8 Purpose and Activity

Project Title: Climate and energy-related disinformation

Project background and purpose:

Purpose:

Hostile state-backed HSMIOs are leveraging climate and energy-related disinformation (CED) to undermine Western institutions. This strategy employs two distinct yet intertwined vectors:

1. *Energy policy disinformation*, aiming to consolidate malign state influence and promote closer ties by presenting the malign state as a reliable energy partner.
2. *Climate-related disinformation*, focusing on eroding trust in Western partners and institutions by presenting climate change as a conspiracy designed to entrench Western interests.

Both narrative categories impact all OIP countries, with particularly severe effects in those heavily reliant on malign state's energy. Recognition of the challenge and the effectiveness of counter-measures varies by country, however in all states, effective responses (either by government or civil society) require access to up-to-date, reliable data and analysis on the scale and origin of CED HSMIOs.

Project objectives:

- This project aims to "expose interference and attribute to Hostile State Actors" by revealing the scale of hostile CED operations across the covered geography in a report, and (in later phases) deliver targeted interventions. It also seeks to "increase the capacity of partner governments to



counter malign state's interference" by using this research to develop counter-messaging.

Monitoring and evaluation plan:

As per approved MREL plan.

Outputs:

- Monitoring set-up consultation
- Written analysis of data according to template agreed with Zinc, including implementation of feedback
- Participation in roundtable discussion

9. Price

Total Price to cover: £2,000.00

Item	Unit cost	# of units	Total (GBP)
Monitoring set-up consultation	500	1.00	500
Written analysis	1 000.00	1.00	1 000.00
Participation in roundtable discussion	500	1.00	500
Total			2 000.00

10. Authority and Responsibilities

This sum was awarded by the OIP Award Board and consists of these pages together with:

- Attachment A: Eligibility - Memorandum of Understanding
- Attachment B: Narrative Report Template

Funding is dependent upon the Grantee's continued membership of and participation in OIP. Changes in OIP membership may result in termination of this contract. Any issues in contributing to OIP – including conducting research, monitoring, submitting summary reports – should be immediately raised with the OIP Project Director.

Deliverables are detailed in the Milestone Schedule.

Any amendment to this agreement must be requested in writing and must be signed by an authorised representative of OIP and the Grantee.

11. Signatures

By signing this agreement, the Grantee assures that it will comply with all terms and conditions of this grant. Failure to comply with the terms set forth in this agreement may result in the withholding of payments, grant suspension, grant termination or legal recourse.

**Zinc Network Ltd. for the
Open Information Partnership**

Georgia's Reforms Associates



Signature:

Name: Scott Brown

Title: Executive Director

Date: 28.03.25

Signature:

Name: Paata Gaprindashvili

Title: Director

Date: 27.03.2025



12. Milestone Schedule

Milestone No.	Description of Milestone	Deliverables to be Submitted to verify completion	Completion Date	Amount
1. Mobilisation Payment (20%)	Upon signing agreement	N/A	N/A	£400.00
2. Final reporting	All the deliverables Final narrative report	All the deliverables Final narrative report	6 th June 2025	£1,600.00
Total				£2,000.00

13. Payment Schedule

Based on price, completion and approval of submitted deliverables as listed in milestone schedule by completion date. The below details any further instructions on payments.

1 st instalment – upon signing the agreement	£400.00
Final instalment – w/c 9 th June 2025, upon submitting all the deliverables and narrative report.	£1,600.00
Total	£2,000.00

14. Special Conditions

Currency payments will be made in EUR based on the GBP > EUR exchange rate on the day of payment. This may be more or less than you expect due to exchange rate variances.

15. Bank Details

Bank name: ISC TBC Bank

Bank address: 11 Chavchavadze., Tbilisi, Georgia

Bank account name: Georgia's Reforms Associates

Banks account number: GE08T877966361,80100003

Sort / SWIFT code: TBCBGE22

IBAN : GE08T87796636180100003

Currency: POUND STERLING



Grant Agreement Terms and Conditions

The Grant Agreement is a legal document with conditions for the grant funds to be disbursed based on information provided in the summary section. Each section is described below:

Grant Agreement Summary Descriptions

Box 1. OIP Grant Number – This is the unique identifier for this grant agreement and should be included in all communication and documentation in reference to this agreement.

Box 2. Amount – Is the total maximum amount of funding that OIP will provide to the organisation, based on completion of activities and submission of deliverables to the outlined scope, quality and timeframe. Incomplete deliverables or late submissions may result in reduced funding from the OIP. The amount is valued in **GBP** and will not be increased for any exchange rate changes between the date of signature and completion. This is the maximum amount that can be paid.

Boxes 3, 4 and 5. – Reference the duration of the contract. “Term” is the total time frame for activities to be completed. Any requests for changes or extensions should be made to the OIP representative.

Box 6. Grantee – Grantee organisation legal name and physical address. Contact information for grant representatives should be included here. This information will be included in all communication related to this grant. More than one contact name can be included.

Box 7. OIP Contacts – The contact information for the relevant OIP representatives for this agreement. All communication related to the agreement – inquiries, status information, or changes – must be submitted to the contact information provided.

Box 8. Project Description – A description of the project funded through this grant, as approved by the OIP Approval Board. The “Background and Purpose” provides context to the Grant recipient and project. “Project Objectives” state the intended purpose of the approved project. The “Project Activities” describe the activities which will be conducted in support of the objectives. The “Evaluation Plan” describes how you, the grant recipient will assess the impact of your work on the project in relation to the objectives. The “Organisation Background” provides details about your organisation – the Grantee that is the recipient of grant funds. “Outputs” lists the deliverables.

Box 9. Price – Price as supported by detailed budget justification in the proposal. The Price agreed for the work has been reviewed and approved for each deliverable. The justification for the price is not included in this agreement. Once the price is agreed, no changes can be made to the cost if estimates were not correct. The price can be adjusted only if the activities are changed and this impacts the price. Any changes to the price will be agreed in writing and through an amendment to this agreement.



Box 10. Authorities and Responsibilities – This grant was approved by the OIP Board made up of representatives of Zinc Network and FCDO and is conditional on membership in OIP. This grant may be terminated if membership is not maintained by the Grantee. Amendments to this agreement will be made in writing and signed by authorised signatories by both OIP and the Grantee before being effective.

Box 11. Signatures – Signatures by authorised signatories from OIP and Grantee organisation are required to execute this agreement in full. The effective date of the agreement will be based on date signed.

Box 12. Milestone Schedule – This section details the grant deliverables, verifying documentation used to demonstrate completion, deadline to submit and price. Deliverables must be approved by OIP before payment is made. In the event that a Grantee Product – such as books, journals, newspapers, or other forms of media, such as videos, posters, recordings, or websites – make up one or more of the grant deliverables, these must be outlined in this box.

Box 13. Payment Schedule – Terms of payment are 30 days after approval of deliverables in Box 12 and receipt of request for payment by the Grantee. Payments will be made in the currency in Box 2. Any conversion or fees from receiving funds will not be reimbursed and will be at the Grantee's expense.

Box 14. Special Conditions – Any special conditions to the contract must be outlined here.

Box 15. Banking information – The banking information for the account into which the Grantee will receive payment. The Grantee is responsible for ensuring that the bank information provided is updated if needed and that the account can receive the payment in the grant currency. Zinc will verify bank information before payments are made. Any changes to banking information will be confirmed by an authorised staff member of the organisation by phone.

Terms and Conditions of Grant

1. Reporting Requirements

Your organisation is required to monitor the progress of your project to make sure that planned deliverables are being carried out and progress is being made toward objectives. You should submit narrative reports using the templates provided (see Attachment B). You may have a Grantee Product as a reporting requirement in your Grant Agreement. Please ensure you share links to copies of these materials.

In addition, you should consult with OIP staff regularly and notify them promptly of any significant problems or changes that could affect the successful implementation of project deliverables and the achievement of objectives. OIP staff or representatives may make on-site visits to observe project implementation or to help you solve problems you may encounter in grants administration or program implementation.

Types of Supporting Documentation

Grantees must maintain adequate supporting documentation for deliverables. The purpose of supporting documentation is to verify that the deliverable was completed.



2. Prohibited Activities

Some activities are not allowed as part of an OIP-grant funded program. If you are unsure whether an activity is prohibited, please ask your grant management team. A few of the items are described below.

- Any activities that impact U.K. domestic politics
- Activities that are illegal in the U.K. or the Grantees country
- Campaigns of Candidates for Public Office
- Undermining democratic institutions

3. Audit Requirements

Given the fixed price nature of this agreement, OIP will not review financial documentation related invoices under this agreement. Only the deliverables and verification of activities as specifically outlined in the Milestone Schedule will be requested as evidence support for payments.

4. Grant Closeouts

Following the end of your grant period, OIP representatives will review all relevant files to determine that your organisation's grant requirements are complete. Once reviewed, OIP will send you an official letter certifying that the grant has been closed out. This letter will remind you to retain all grant-related materials for six years from the date the final deliverable was submitted. This is required to ensure the availability of complete information should there be an audit or evaluation of your grant by OIP or one of OIP's auditors.

In the event of any missing deliverables in your reporting your OIP representative will request these. If they have not been produced and agreement cannot be reached to complete the outstanding deliverables in the timeframe, the Grant Agreement will be amended to reflect the reduction in deliverables before final payments are made.

5. Suspension and Termination

Any breach or suspected breach of the conditions set out in this agreement which includes the Memorandum of Understanding in Attachment A – may result in the termination or temporary suspension of this agreement, at the discretion of the OIP.

OIP may terminate this agreement with a minimum of one week notice. In this event, the Grantee must stop all OIP project activities at this time.

In the event of termination of this agreement, the OIP will not accept deliverables not already submitted for approval. Payments for future deliverables that have not yet been submitted to time, scale or scope outlined in the Milestone Schedule will not be made. Any work completed by the Grantee up to the date of termination may be negotiated by both parties in good faith.



OIP may also notify the Grantee of a suspension of this grant if it suspects that the Grantee is in breach of this agreement, until appropriate corrective action is carried out to rectify the breach. OIP will not be liable to pay for activities undertaken during a temporary suspension of this agreement. The Grantee will be notified of grant suspension in writing and will have a chance to respond to OIP's concerns.

6. Disputes

If a problem arises concerning the terms and conditions of the Grant Agreement or compliance with those terms and conditions by the Grantee or by OIP, OIP will try to resolve the problem through direct written communication. If that is not possible, any resolution will be conducted in accordance with the laws of the United Kingdom.

7. Ethical Requirements

Prevention of Corruption

The Grantee shall not offer or give, or agree to give, to OIP or any public body or any person employed by or on behalf of OIP or any public body any gift or consideration of any kind as an inducement or reward for doing, refraining from doing, or for having done or refrained from doing, any act in relation to the obtaining or execution of the Grant or any other contract with OIP or any public body, or for showing or refraining from showing favour or disfavour to any person in relation to the Grant or any such contract.

Prevention of Fraud

The Grantee shall take all reasonable steps, in accordance with Good Industry Practice, to prevent Fraud by Staff and the Grantee organisation (including its shareholders, members, directors) in connection with the receipt of monies from OIP.

Discrimination

- The Grantee shall not unlawfully discriminate either directly or indirectly on protected characteristics such as race, colour, ethnic or national origin, disability, sex or sexual orientation, religion or belief, or age and without prejudice to the generality of the foregoing the Grantee shall not unlawfully discriminate within the meaning and scope of the provisions of all relevant legislation including the Equality Act 2010 (UK Legislation) or other relevant or equivalent legislation, or any statutory modification or re-enactment thereof.
- The Grantee shall adhere to the current relevant codes of practice or recommendations published by the Equality and Human Rights Commission. The Grantee shall take all reasonable steps to secure the observance of these provisions and codes of conduct by all contractors, employees or agents of the Grantee and all suppliers engaged in the execution of this Grant.

8. Cash Management

If you are making cash payments for some of your grant expenditures it is recommended that your system include additional controls over cash. Additional controls are recommended in order to:

- Maintain security over cash
- Provide a system for tracking cash advances until expenditures are made



- Provide evidence that cash was actually disbursed to and received by the intended person, vendor, or organisation.

9. Maintaining Accounting Records

You should make sure to maintain all accounting records and supporting documentation. These records must be kept for a period of at least six years following submission of the final grant report. In the event that any audit findings, litigation, or other claims have not been resolved by the end of the six year period, your organisation must continue to maintain the records and supporting documentation until all grant related issues have been resolved.

If you do not expect to be able to maintain accounting for this time, you must make arrangements to transfer these records to another location where they can be safeguarded.

10. Travel and Subsistence

Reasonable costs (transportation, lodging, meals, and related items) for travel directly related to your grant project are allowable provided they were included in your fixed price deliverables, the expenses are in accordance with HMRC's guidance: <https://www.gov.uk/guidance/expenses-rates-for-employees-travelling-outside-the-uk> and do not include alcohol. It is recommended you maintain receipts for audit purposes.

11. Currency Exchange and Reporting Procedures

All payments by Zinc Network on behalf of OIP to your organisation will be made in Great British Pounds (GBP). It is likely that you will be exchanging the payments from GBP to your local currency. This may be done automatically by your bank, or you may have the option of exchanging currency at your convenience. In either case, you should keep careful records of all currency exchange transactions for your own records.

If the exchange rate becomes unfavorable resulting in less funds than anticipated, you should notify OIP. However, it will not be possible to add more funds to the grant in this instance.