Ministry of Local Government
Public Relations and Media Unit

General Directorate of Projects

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General Directorate of Projects is considered as one of the most important bodies of the Ministry of Local Government as it provides infrastructural services to the LGUs in addition to building their capacities in this area. This directorate consists of the following departments: infrastructure; supervision & follow-up; design & project coordination, and bids & contracts.

It aims to empower LGUs to developing themselves through promoting the sustainable development concept and helping LGUs upgrade their tools to improve services' provision. In partnership with other departments, it works on upgrading the local government sector in Palestine by providing the necessary funding to improve the infrastructure and oversee the implementation of development projects in the LGUs across the country.

Values:

- Transparency
- Equal Opportunities

Objectives:

- Improve infrastructures conditions in the LGUs.
- Build technical and administrative capacities of the staff.
- Promote the concept of community development that is based on participation.

Duties:

- **Duties of the Programmes Design and Coordination Department**

1. Update the information related to donors and their various fields of work.
2. Collect information and statistics about the programmes and projects of donor countries and agencies, and funds that are allocated by these bodies to develop the local governance and the services of the LGUs. The department seeks to benefit from these funds and include them within the overall projects plan.
3. Prepare development project proposals and needed funds. Also, suggest the most appropriate methods to obtain the necessary funding from donors with the most favorable terms, in coordination with the related authorities.
4. Study the priority of projects and needs of LGUs, and make recommendations for projects' implementation.
5. Design different Projects packages in accordance with the projects submitted by LGUs.

- **Duties of the Bids and Contracts Department:**

1. Assist in the preparation of feasibility studies and bids documents for construction projects that the LGUs intend to implement; assist in developing models for building plans, and prepare standard specifications and bills of quantities when needed.
2. Check the qualifications of consulting offices and keep records that show their status and opinions.
3. Study the bids submitted to the Ministry and LGUs and participate in the tenders committees.

- **Duties of the Supervision and Follow-up Department**

1. Participate in developing standards and templates for projects follow-up in coordination with the relevant authorities.
2. Receive projects' documents and agreements from the various departments in the Ministry that follow up LGUs projects.
3. Develop "follow-up" templates and distribute them to the various regional directorates and project managers. The department collects the respective data and analyzes it as required.
4. Prepare databases for completed as well as the ongoing projects so as to avoid duplications and contradictions. Also, it ensures compliance of the project proposals with the plans and strategies of the ministry.
5. Conduct field monitoring to make sure that projects are being implemented with the appropriate technical means. Develop progress reports vis a vis the implementation plan of Implementation for these projects.

6. Follow up the implementation of the projects in terms of their progress, their applied methods, and their time frames to ensure that there is no overlapping or conflicts. It also ensures that the requirements of these projects meet the available capacities and resources.
7. Establish an efficient monitoring system that tracks all phases of projects implementation. The reports released by this system shall guide the senior leadership in the ministry to measure progress and take decisions related to needed performance development.
8. Prepare templates for quarterly, semi-annual, and annual follow-up reports, and distribute them to the various departments and directorates. Also, train the employees on filling these templates so that they can be later analyzed.
9. Coordinate between the ongoing LGUs projects and the MoLG field monitoring to these projects. The aim is to avoid overlapping or conflicts, it also ensures that the requirements of these projects meet the available capacities and resources through applying proper reporting mechanisms.
10. Participate in the projects steering committees meetings, and receive the documents and agreements that the Ministry of Local Government concludes with the donors.
11. Benefit from the advanced experiences of other countries in cities and villages establishment through direct contact with agencies and institutions engaged in this task, i.e. exchange experiences and knowledge with these agencies.
12. Develop bids documents, agreements and purchase orders for the projects implementing agencies. Also, submit copies of the respective documents to the field supervisors of the projects to ensure accurate and timely implementation of the projects. The department also tracks any needed project amendment.
13. Recommend forming initial receiving committees for projects, and examine the initial and final receiving reports.
14. Study the variations and increases that occur during project implementation and oversee completion of the project as close as possible to the agreed upon procedures.

- **Duties of the infrastructure Department**

1. Develop the infrastructure sector in the LGUs, related mainly to roads projects, constructions, water, environment,

electricity and machinery and maintenance.

2. Assist the LGUs to improve and develop the services sector, in cooperation with the regional Local Government directorates and other departments in the General Directorate of Projects.
3. Monitor the implementation of constructions, road projects, and other services. Ensure compliance to project specifications and contracts and conduct periodic visits to all projects.
4. Participate in the preparation of different plans and programmes based on the specific needs of each LGU.
5. Develop and implement general specifications for all the infrastructure projects.
6. Examine progress reports after the end of the implementation period, check validity, and check the payments of the contractors so they can be disbursed after confirming their compliance with the required project specifications.

These tasks were carried through major projects in order to accomplish programmes objectives, with the ultimate aim being achieving the long-term goals of the Ministry. The General Directorate of Projects supervised and will continue supervising the implementation of the following projects and programs:

#	Name of Project / Program	Funder	Amount	Sector
1	Developing Villages and Neighborhoods	World Bank	10,000,000$	Community Development
2	Infrastructure facility	European Union	8,000,000$	Roads, Solid Waste
3	Support the Municipal Services	Arab Funds, with the direction of Islamic Bank	14,000,000$	Infrastructure
4	Support the Areas Most Affected by the wall	Ministry of Finance	22,700,000$	Infrastructure
5	Support of Bedouin Settlements	Ministry of Finance	23,000,000$	Tanks and Barracks
6	Rehabilitation of Internal Roads/ Jericho	Japanese Government	8,000,000$	Roads
7	Development Projects Program	Ministry of Finance	7,463,950$	Infrastructure
8	Future for Palestine	GIZ	1,604,801$	Infrastructure
9	Capacity Building in Solid Waste Program	Japanese Government / JICA	12,000,000$	Capacity building & equipment
10	Mid West Bank Landfill (Ramoun)	Germany	10,000,000$	Solid waste & capacity building
11	South West Bank Landfill	World Bank	16,000,000$	Solid waste & capacity building

- **Achievements**

During the past years, the General Directorate of Projects has worked on the implementation of several projects for different sectors in order to upgrade the LGUs and the country as a whole. The following table shows the most important achievements in 2010:

#	Sector	Value	Notes
1	Roads	$48,2902,720	km 966
2	Water	$5,986,935	km 75
3	Electricity	$2,196,350	km 26
4	Sanitation	$6,719,935	km 56
5	Solid Waste	$6,109,09	Vehicles and equipment
6	Public Buildings	$45,793,860	161 buildings
7	Recreational Services	$5,694,856	17 public facilities

Challenges

- The occupation hinders the work of many projects by forbidding the supply of raw material necessary for project implementation. Checkpoints and curfews imposed by the occupation, hinder the movement of the workers and supervisors.
- The need for projects is higher than available resources.