

“SWMED – Sustainable domestic Water Use in Mediterranean Regions”

Next 6 months Project Activities

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Lazio Region – Environment Direction**

1st Project Meeting Ramallah – Palestine

1st Managing Board 1st March 2012



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2° Semester activities – WP I

Project Management

ORGANIZATION OF 2 MEETINGS AND PREPARATION OF A PROJECT REPORT

1st Technical Meeting in **Malta** (1st – 4th May 2012) – WP 1.2.1

2nd Project Meeting in **Tunisia** (6th and 7th September 2012) – WP 1.1.3

1st Interim Report for the **JMA** (21st Sep. – 4th October 2012) WP 1.3.2



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Technical Meeting in MALTA (1- 4 MAY 2012)

Main Features of a TM should be:

- ❖ It lasts 4 days
- ❖ In proximity to technical decisions to take;
- ❖ used to collect technical information in the visiting country and give advice to the experts in charge with local activities

IN THE TM OF MALTA THE FOLLOWING POINTS OUGHT TO BE
AGREED AND **APPROVED** BY PARTNERS:

- ✓ **GUIDELINES TO ORGANIZE AND CONDUCT THE WATER TABLES**
(The first should be organized on 30th May 2012 - WP 2.3.1)
- ✓ The **PURCHASE** (WP 6.3.2) AND **DISTRIBUTION** (WP 6.3.3) OF THE
WATER SAVING KITS IN MALTA (**Water saving Kits minimum[4.000];Water saving Kits medium[2.500];Water saving Kits High[1.000];Water saving Kits maximum[500]**)



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MALTA TM – Local activities

Malta main technical activities in SWMED project will be focused on the dissemination of best practices in the territory through:

Distribution of water saving kits (WP6.3.3)

Customer satisfaction survey (WP6.3.4)

Local workshops (WP6.3.1)

During the TM in Malta it would be desirable for the project partners to take part in meetings with local stakeholders (administrative and technical officers, professional organizations, consumers' associations) and in site-tour in the areas where the kits will be distributed.



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Second Project Meeting in Tunisia

6-7 September 2012

2 important activities should be discussed in this Meeting:

1. The data collection conducted between the 2nd April 2012 and the 31st August 2012. **WP 3.3** - This is related to the water and wastewater management and household consumption and uses and leads to the **WP 3.5 REPORT**.
2. Socio-economic survey on water policy effects in MED conducted between the 1st March 2012 and the 31st August. **WP 5.1** – This is related to the elaboration of a policy paper to use SWM solutions in National/regional programs and water and territorial planning. **WP 5.3 POLICY PAPER**



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The Project Management System

SWMED is an **INTEGRATED** Project characterized by a **MULTIDISCIPLINARY** approach.

Projects activities and results are **INTERLINKED !**

Any relevant finding or data from a survey drafted in a Report should be taken into account in the following Report, whose results need to be latched on them. Findings from a survey need to be integrated in the following Report when necessary.



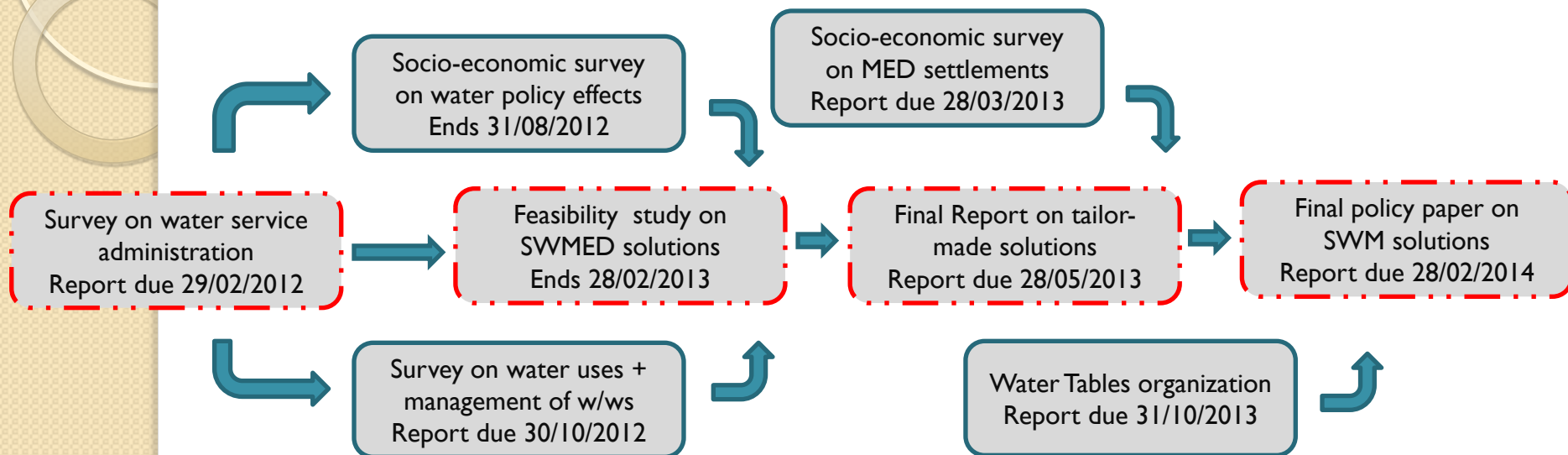
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The Project Management System - The PERT



Let's take into account the milestones and related activities to complete our project. The consecutive milestones are linked by the activities through the arrows presented in a logical sequence as no activity can commence until its immediately preceding milestone is completed.



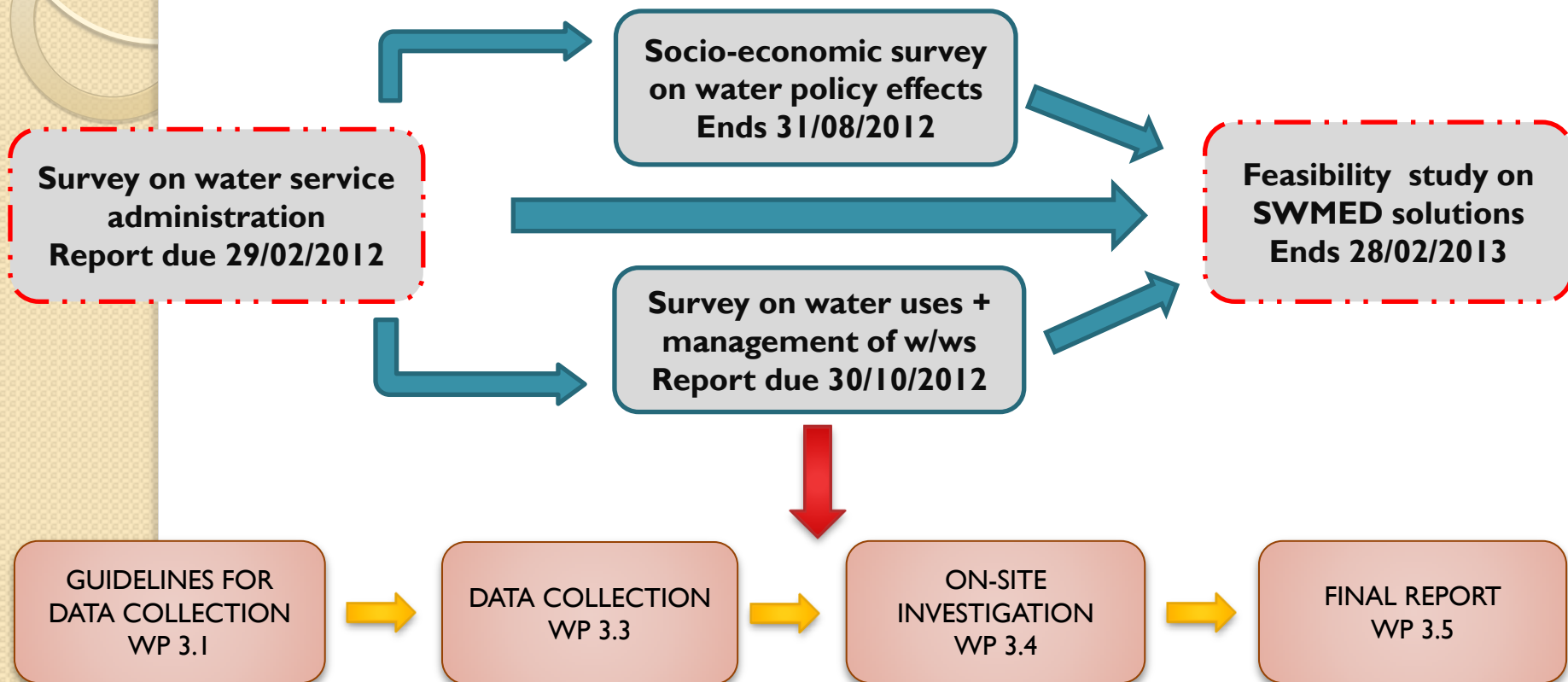
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Data Collection and Socio-economic survey on water policy



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2° Semester activities – WP 2 Set-up of Multi-stakeholders table on SWM

ORGANIZATION OF THE 1° WATER TABLE ON 30° MAY 2012

THE WATER TABLES ARE ORGANIZED:

- AS A PARTICIPATORY TOOL FOR POLICY DECISION-MAKING;
- AS A MOMENTUM FOR SHARING KNOWLEDGE AMONG STAKEHOLDERS ON WATER MANAGEMENT



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THE WATER TABLES

AS A PARTICIPATORY TOOL FOR POLICY DECISION-MAKING:

THEY REPRESENT AN INCLUSIVE PROCESS FOR STAKEHOLDERS THAT PARTICIPATE IN THE PROJECT WITH THE AIM TO GIVE THEIR CONTRIBUTION TO THE FINAL POLICY PAPER – THIS WILL BE A SHARED DOCUMENT WITH STAKEHOLDERS

AS A MOMENTUM FOR SHARING KNOWLEDGE AMONG STAKEHOLDERS ON WATER MANAGEMENT:

THEY REPRESENT AN OCCASION FOR SHARING TECHNICAL AND NON-TECHNICAL KNOWLEDGE AMONG STAKEHOLDERS AND THE ADMINISTRATIONS IN CHARGE WITH THE PROJECT IMPLEMENTATION



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THE FIRST WT IN SWMED

TOPICS THAT COULD BE DEALT WITH ARE:

**Participatory
Tool**

- ✓ A general vision on water policy in SWMED countries;
- ✓ The question of the participatory process to policy decision on water management (i.e. the case of the SEA for programs and water plans).

**Sharing
Knowledge**

- ✓ Water policy effects in MED;
- ✓ Water resource administration effects;
- ✓ Water uses and consumption;
- ✓ Water and Wastewater management.



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First Interim Report REPORTING

A monitoring tool:

Good monitoring depends on having reliable, relevant and timely information about the activities, outputs and outcomes of your project. Do not consider regular reporting from all partners only as an administrative obligation, it is also a real opportunity to check and measure overall project progress.

A communication tool:

A jointly agreed report allows all partners to be fully aware of each other's activities and of the joint project results, and to communicate externally with one voice.



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REPORTING – The Legal base

A contractual obligation designed to:

Inform the JMA on progress in project implementation progress, and/or request further pre-financing or the payment of the balance. Well-prepared and timely reporting will facilitate receiving the expected payments on time.

Legal base

The narrative and financial reporting is described in article 4 of the Special Conditions of the contract and detailed in:

Article 2 of General Conditions

Article 15.1 of General Conditions, explaining the conditions for payment



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THE LEGAL BASE – ART. 15

According to Option 2 of article 15.1 of General Conditions, for projects with implementation period of more than 12 MONTHS and where the financing provided is more than 100,000 €, there is:

- A pre-financing of 80% at the signature of the contract
- Further pre-financings to cover periods of 12 months of implementation are supported by an **INTERIM REPORT** (Approval of the JMA is needed)
- The Balance within 45 days of the JMA approving the **FINAL REPORT**



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THE LEGAL BASE – ART. 2

- Obligation to provide the JMA with all required information on the implementation of the project : The Beneficiary must draw up interim reports and a final report and send them to the Joint Managing Authority within the deadline.
- Both Interim and Final reports should be drafted in the **language of the project**
- Interim reports should accompany **every** request for payment
- The final report should be sent **no later than 3 MONTHS** after the implementation period



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REPORTING - The narrative part

The narrative part of Annex VI is a Word file with 4 parts:

1. Description

2. Assessment of implementation of Project activities

3. Partners and other cooperation

4. Visibility

LET'S SEE THEM IN DETAIL!



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THE NARRATIVE PART - Description

- 1.1 Name and contact of Beneficiary's Legal Representative
- 1.2 Name and title of the Contact person (only if different from 1.1)
- 1.3 Name of partners in the Project:
- 1.4 Title of the Project
- 1.5 Contract number
- 1.6 Start date and end date of the reporting period
- 1.7 Target country(ies) or region(s)
- 1.8 Final beneficiaries &/or target groups (if different) (including numbers of women and men)
- 1.9 Country(ies) in which the activities take place (if different from 1.7)



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THE NARRATIVE PART

Assessment of implementation of Project activities

2.1 Executive summary of the Project

2.2 Activities and results

Activity 1.1: (please report the Activity Reference number as per Logical Framework)

Ex: Title of the activity: Conference at location W with X participants for Y days on Z dates

2.3 Activities that were planned and that were not implemented, explaining the reasons for this.

2.4 Your assessment of the results of the Project observations on the achievement of outputs, outcomes and impact in relation to specific and overall objectives; indicate any **unforeseen** positive or negative **results**.

List all contracts above 10.000 euros awarded

2.5 Updated Action plan



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THE NARRATIVE PART –

Partners and other cooperation

3.1 How do you assess the relationship between the formal partners of the Project)? Please provide specific information for each partner organisation.

3.2 How would you assess the relationship between your organisation and State authorities in the countries where the Project has been implemented?

3.3 Where applicable, describe your relationship with any other organisations involved in implementing the Project: Associate(s), Sub-contractor(s), Other third parties involved (including other donors, government agencies, NGOs, etc

3.4 Where applicable, outline any links and synergies you have developed with other projects.

3.5 In how far has this Project been able to build upon/complement the previous one(s)? (List all previous relevant EC grants).



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THE NARRATIVE PART - VISIBILITY

How is the visibility of the EU contribution being ensured in the Project?

The European Commission may wish to publicise the results of Project. Do you have any objection to this report being published on EuropeAid Co-operation Office website? If so, please state your objections here.



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ANY QUESTION ?



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THANK YOU VERY MUCH FOR YOUR ATTENTION

ALESSANDRO



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