



Participatory Capital Investment Program in Kavaja

The document Capital Investment Planning

The document Capital Investment Planning contains a list of projects selected by the Citizens Committee for a period of 3-5 years. This document contains:

- Short description of each project
- The total project cost and cost of financing for each year and for each stage (draft, tender, construction, etc.)
- Urban and picture presentation of the country where the project will be implemented
- Implementing field
- Sources of funding, etc.

The project phases

Phase I- identification and mobilization of key actors It was reached a "comprehensive" consensus through consultations, clear understanding of the Chairperson and municipal council members on the importance of this document, including a wide range of local participants. Stakeholders in the process were: members of the community (residents under three areas), members from the business community (builder, architect, engineers), from NGOs, youth groups, women active in the community, chamber of commerce, local media (TV6 and TV2), councilors groups, etc.

Phase II- Organization of public meetings:

Attracting citizen's opinion on the investment needs in the capital field was conducted at three open meetings for six quarters. Due to the low level of participation of women and youth in municipal activities, a few focus group meetings were organized with these special interest groups.

- Total number of citizens that took part in open meetings was 195, from which 14% were women.
- about 150 questionnaires were distributed to the attraction of civic and business opinion on the definition of the three most important capital investment for them.

Phase III- Organizing the information processing process

All the information has been collected through either open public meetings or questionnaires that involved about 330 civic and interest groups



one in 30 families of Kavaja. The processed information contains 543 proposals. In cooperation with the municipal staff, the list was prioritized, according to the areas, where about 51% of them are public service projects and roads and pavements ones.

Phase IV-Presentation of summary list for proposed investments

In this phase there has been matching of the municipalities information along with citizens proposals. Municipal departments are trained about how to submit proposals processed in the respective forms prepared for this reason.

Phase V-Project evaluation process

The Commission, who assessed the requirements from the point of view of safety and health of citizens and other criteria, was composed by 33 members (nine elected by quarters), where 18% were female.

Phase VI- Establishment of Cooperation and Consensus

Support of URI in this phase aims to prepare the final list of prioritized projects based on criteria established by consensus and with a common strategic vision. The Commission got at least two trainings on the evaluation methods, the final list resulted on 59 projects.

Phase VII- product preparation, Capital Investment Plan (CIP)

The financial information was analyzed, in order to identify the needs and the possible sources that will support the CIP, projects are categorized

in years, having a technical and financial feasibility description alongside.

- **Financial Analysis:** URI has organized the training of the finance department on 3-5 year financial planning and operational surplus definition. The capital investment projects can be budgeted each year to 105,328 Lek (from its own resources) or by 204 143 Lek from other available conditional resources.

Phase VIII- The approval of the CIP in the Municipal Council

After the final presentation in the public, the document has been approved by Municipal Council and has been published.

MAIN FACTS

PARTNERS:

- ✓ **SOROS**

DURATION:

January 2010 – July 2010

CONTACT:

Zana Vokopola
Director

Urban Research Institute

Rr. Asim Vokshi, Nd.14

Hyrja 11, Ap. 56

Tirana, Albania

Tel: +355 4 2256840

E-mail: uri@uri.org.al

Web: www.uri.org.

About URI

Since 1999 the Urban Research Institute (URI) has been delivering big results for development projects and programmers carried out throughout Albania. Our core business focuses on community development, local government strengthening, environmental protection, decentralization, and public services. We conduct studies, lobby the government, train local government units, increase public access to information, and connect development partners. URI has worked with donors such as USAID, Swiss Cooperation, the Netherlands Embassy, UNDP, World Bank, EU, SIDA, Open Society/Soros Foundation, etc.