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October 15, 2003

Ms. Donella Russell
Contracting Officer
USAID Kiev
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Kiev 254701 Ukraine

RE: Contract No. EEU-I-00-99-00015-00, TO No. 806
UI Project 06901-007, Moldova Local Government Reform Project
Quarterly Task Order Progress and Cost Report, July to September 2003

Dear Ms. Russell:

Please find enclosed the *Quarterly Task Order Progress and Cost Report, July to September 2003, Moldova Local Government Reform Project*. This report is required by Sections F.5 and F.6 of our Local Government Assistance Initiative Indefinite Quantity Contract.

Please direct any technical questions to Mr. Duane C. Beard, UI/Moldova, beard@lgrp.md, (3732) 234-722. Questions of a contractual nature should be addressed to me at 202-261-5396.

Sincerely,



Maria C. Andrade-Stern

Enclosures

cc: Victor Rachkevych (USAID/Moldova)
Mr. Mike Keshishian (USAID/W)
Mr. Duane C. Beard (UI/Moldova)
USAID Development Clearinghouse
IAC Deliverables File (06901-007)
IAC Chron File

**QUARTERLY TASK ORDER
PROGRESS AND
COST REPORT**

**MOLDOVA LOCAL
GOVERNMENT REFORM
PROJECT**

JULY TO SEPTEMBER 2003



Prepared for

Moldova Local Government Reform Project
United States Agency for International Development
Contract No. EEU-I-00-99-00015-00, Task Order No. 806

Prepared by

Duane C. Beard
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UI Project 06901-007

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Attachment

Cost Report



QUARTERLY TASK ORDER PROGRESS AND COST REPORT

JULY TO SEPTEMBER 2003

MOLDOVA LOCAL GOVERNMENT REFORM PROJECT

Contract and Task Order No.: EEU-I-00-99-00015-00, Task Order No. 806

Date of Issuance: February 1, 2000

Amount Obligated Under Task Order: \$4,999,793

Total Potential Task Order Amount: \$4,999,793

Dollars Expended To-date: \$3,723,137

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Task Order Description

In February 2000, the United States Agency for International Development (USAID) contracted the Urban Institute (UI) to implement a five-year Local Government Reform Project (LGRP) in Moldova. The project aims to support the government's reform agenda with training and technical assistance (T/TA). Specifically, the project is working to increase the amount and control of revenues for local governments, improve municipal services management, develop institutional support for local government and municipal services and improve transparency, citizen participation and strategic planning in local governments.

I. Highlights

- The first-ever National Symposium for Water Utilities in Moldova was successfully conducted on September 17-18, 2003. This major training/technical assistance event, organizationally and financially supported by LGRP, was co-sponsored with several additional organizations: Ministry of the Environment, Construction and Territorial Development, Water Utility "APĂ-CANAL" Orhei, "MOLDOVA APĂ-CANAL" Association, and the Water Engineering Department of the Technical University of Moldova. The City of Orhei and Water



Utility “APĂ-CANAL” Orhei, one of LGRP’s most active local government partners, hosted this important event. The event was targeted for all organizations in Moldova that are active in the field of water and wastewater operations. It was attended by approximately 130 persons including mayors, water utility managers and city councilors from across Moldova, representatives from the World Bank’s headquarters, national water utility association leaders from Romania, Belarus and the Republic of Georgia, as well as representatives of vendors of water utility equipment.

- In August, the first-ever computerized water consumption bills were prepared and issued to water consumers using the community water system from the village of Pereni, newly renovated as part of a joint demonstration project of LGRP and the Swiss Agency for Development & Cooperation. The computerized accounting/billing effort was as a result of intensive training and technical assistance (as well as hardware & software) provided to this partner local government by members of the Municipal Services and Fiscal Teams. The system is based on the same “1C” software demonstrated by USAID/PADCO in Ukraine.
- LGRP in collaboration with the Academy of Public Administration successfully completed a series of thirty-five one-day training events for newly elected councilors in a number of locations across Moldova. This LGRP-conceived and -designed training module was delivered both at the Academy of Public Administration and at key locations in the various regions. Approximately 1,200 local elected officials from all regions were trained on the core roles of the local councilor in democratic, local self-governance. The effort was very successful.
- The 2003 Community Strategic Planning cycle for communities in Moldova has commenced with planning assistance activities (conducting environmental scans, community stakeholder round tables and community strategic planning workshops). Such activities have already been completed in 13 communities. As part of the LGRP sustainability strategy, these activities have been subcontracted to the Association of Mayors and Local Communities of Moldova (AMLCM).
- On July 3rd and 4th, the Democracy and Governance team organized and conducted the first-ever quarterly meeting of mayors from LGRP local partner communities. The mayors’ meeting was convened at the Academy of Public Administration and included an intensive agenda of training and professional development sessions for mayors. The event was very well received by the mayors.
- During this quarter, LGRP supported two micro-study tours: one to Kyrgyzstan (on September 4-5) for a USAID-supported Conference entitled “The Role of Municipal Associations and Experience of Transition Countries in Decentralization” with the participation of a Moldovan delegation representing three of the Municipal Associations in Moldova, i.e. the Association of Mayors



and Local Communities, the National League of Associations of Mayors and the Associations of Mayors of Gagauz Yeri. The second micro-study tour was to the Kazakhstan Municipal Training Center for small & medium-sized cities in Lisakovsk, Kazakhstan. This Community Economic Development event was conducted for mayors and local economic development officials from four LGRP partner cities (Chadyr-Lunga, Floresti, Ialoveni and Ungheni) as part of a follow-up of Municipal Services assistance to Ungheni municipality in Community Economic Development.

II. Progress of Major Activities

Policy and Legislation

- The Municipal Services Source Book (Romanian version) has been printed and is ready for distribution at the Quarterly Mayors' meeting that is scheduled for October 1-2, 2003. Given the substantial unit cost of translation, formatting and printing for very short print runs, initially this three-volume source book will only be provided in Romanian.
- The final draft of the text of the Municipal Services Source Book (containing all current laws of Moldova governing the delivery of municipal services by local governments) in Romanian language has been prepared for printing. "Print Ready" formatting (desktop publishing) and actual printing will be outsourced.
- Substantive research on "sunshine" policy measures that advance democracy and participative governance, permitted under the current legal framework in Moldova, has been initiated. In this context, a LGRP Development Advisor (who is an attorney licensed to practice in the US) commenced exploration and compilation of Internet and "hard copy" resources regarding the existing practices and literature on freedom of information/access to the public information and open public meetings. Findings of this endeavor will be used at preparing sample policies/rules and procedures in different areas of "sunshine" policies. Concurrently, a CCN lawyer expert has been contracted to conduct a review of the current status of the law in Moldova with regard to the freedom of information and open public meetings and to assess what the limitations are, if any, on local governments' legal capacity to adopt "sunshine" policy measures.
- Additional steps have been taken in assessing the feasibility of the initiation of a potential "Municipal Rule of Law" project. In this regard, a series of three meetings were held with IDIS Viitorul, a national "think-tank" in public policy. The meetings were initiated in the context that LGRP has initially envisioned delivery of legal services via cooperation with existing municipal type associations and IDIS Viitorul has served as the "Secretariat" for one of the two largest "municipal type" associations in Moldova (National League of



Associations of Mayors). As a result of these meetings, a first draft of a funding proposal for this kind of project was prepared. Also, a potential operational scenario was developed, i.e. issues of cost and organization were combined into possible operating scenario. The most recent LGRP proposal called for a National Advisory Committee consisting of representatives of the Academy of Public Administration and non-partisan municipal associations, a Technical Advisory Committee of well respected academics, judges and lawyers. These groups would oversee an independent "Municipal Rule of Law Center". This concept has not been well received by either IDIS Viitorul or AMLCM. Each of the competing municipal type associations seems to seek monopolistic control of the provisions of legal services to local governments. It appears that exploratory efforts must continue until some sort of "common ground" can be found.

- During the field visit of Mr. W. Schlansker and Mr. V. Rachkevych, USAID/Kiev, a round-table discussion with mayors of LGRP local partners on recent changes in the legislative framework for local government in Moldova, impacts of elections and the potential roles for international donors was convened at the LGRP office conference hall. During this meeting, mayors of 12 LGRP local partner communities discussed the recent election of mayors and councils, the impact of donor organizations in Moldova and the needs for certain types of technical assistance within the new local public administration environment. Mayors present at the discussion expressed their concerns with the immediate post-election significant reduction of staff within the mayors' offices. This was initiated by executive order of the central government (Government of the Republic of Moldova). At the same time, mayors shared their ideas and plans on how to adapt and to operate effectively within the new realities of the dramatically altered operating environment for local public administration. They made suggestions regarding potential additional technical assistance from LGRP. These were in the areas of local economic development, fiscal management/automation, community strategic plan implementation and organizational development.

Capacity Building: Training and Technical Assistance

- The 5th LGRP Financial Applications User's Group Meeting was organized and conducted by the Fiscal Decentralization team on July 10-11, 2003. This technical training and peer exchange for local government finance officers was held at the Academy of Public Administration. Close to thirty people, including participants from 23 partner communities, attended the event. This Financial Applications User's Group meeting was organized so that each session was conducted in both the Romanian and Russian languages. Two invited financial experts taught the participants practical aspects of the new budgetary classification and about auditing of local governments. These experts were from the Ministry of Finance and the Department of Audit respectively. Additionally, training sessions were

held to assist participants in improving their capacity to develop local government budget presentations by using various charts and graphics. It is important to note that the User's Group appears to be evolving toward a formation of a professional association of local government finance officers.

- In September, a Fiscal Decentralization program specialist successfully conducted a special training workshop on public budget hearing techniques/methods for 17 trainers sub-contracted by the Association of Mayors and Local Communities from Moldova (AMLCM). The training was divided into two major components: (i) public budget hearing techniques and (ii) practicing Excel as an important means of efficient preparation of explanatory graphics needed for a high-quality public budget hearing. During the training, participants learned more about the local government budget process and such key issues as budget calendar, budget-in-brief, budget message, etc. During the training, each AMLCM trainer received all training materials as handouts and sample graphics, budgets-in-brief etc. on specially prepared CD ROMs. The training was highly rated by the participants.
- The adoption and issuance of a new "Government decision" that significantly modified local taxes and fees collection procedures made it necessary to consider potential modification of the series of local government finance handbooks being revised /updated by the Association of Mayors and Local Communities under a subcontract with LGRP. In this regard, the Fiscal Decentralization team leader studied the newly issued governmental decision and produced a short technical memorandum, which was forwarded to Mr. Perebinos, Chairman of the Association. Mr. Perebinos recognized the importance of the new changes and agreed to incorporate them into the revised handbooks so that the handbooks are consistent with the new legislation.
- The first-ever National Symposium of Water Utilities in Moldova was successfully conducted on September 17-18, 2003. This major training/technical assistance event, organizationally and financially supported by LGRP, was co-sponsored with several additional organizations: Ministry of the Environment, Construction and Territorial Development, Water Utility "APĂ-CANAL" Orhei, "MOLDOVA APĂ-CANAL" Association, and the Water Engineering Department of the Technical University of Moldova. The City of Orhei and Water Utility "APĂ-CANAL" Orhei, one of LGRP's most active local government partners, hosted this important event. The event was targeted for all specialists and organizations in Moldova that are active in the field of water and wastewater operations. Approximately 130 persons including mayors, water utility managers and city councilors from across Moldova, representatives from the World Bank's headquarters, and national water utility association leaders from Romania, Belarus and the Republic of Georgia, as well as representatives of vendors of water utility equipment, attended the event.

- The consolidated draft of the second edition of LGRP's "Manual for Efficient Water Supply Operations" (MEWSO) was completed and submitted to Municipal Services team by the short-term advisor engineer Andrew Popelka. This includes new chapters on "Legislation, Administrative and Rules governing water supply in Moldova" and "Water/Wastewater Treatment" (including ISO 9000 compliance). Starting on October 2, a former Peace Corps Moldova Volunteer, John Goodrich, will be subcontracted on a local hire letter agreement to perform the final stylistic editing of the English version of MEWSO.

- In August, the Association of Mayors and Local Communities (AMLCM), which has been subcontracted by the LGRP to provide community strategic planning assistance for the 2003 cycle, made significant progress. Strategic planning assistance activities (environmental scan, stakeholder roundtables and strategic planning workshops) were delivered. Community strategic planning workshops were conducted in 13 new LGRP local partner communities. Events followed the methodology developed by the LGRP. During this reporting period, the AMLCM also conducted a series of two-day strategic planning update workshops in several LGRP partner communities, i.e. Nisporeni, Talmazza, Geamana, Straseni Anenii- Noi, Critcova, Singerei, Badieni, Visoara and Carahasani. In line with the need to initiate public hearings on the resulting community strategic plans, a series of five one-day training sessions on how to organize and conduct successful public hearings was delivered for mayors and local councilors of the new LGRP local partners.

- During the month of July, the initial quarterly mayors' meeting of LGRP local partners was convened at the Academy of Public Administration. The idea of organizing these meetings actually belongs to the mayors working in conjunction with LGRP. The meeting focuses on peer sharing their experiences, on strategic planning implementation throughout Moldova, and on other timely and useful items related to local governance. The objectives were three-fold. First of all, sharing information about successes. Secondly, acquisition of new useful information. Finally, the mayors shared ideas on possible concerted action to deal with existing and emerging issues in the structure of local public administration in Moldova. The event last for two days, during which 38 mayors participated. The agenda included briefings made by the mayors of Antonesi, Floresti and Chadyr-Lunga regarding their successes in strategic planning implementation. It also included a field visit to Ialoveni to observe various examples of mini-projects (financial management improvements, hearing etc.) as part of the two-day event. It included a separate orientation session to the community strategic planning process for new LGRP partner communities, and participating mayors rated this session as very useful. The next scheduled meeting is tentatively planned for October 1-2, 2003.

- A Training of Trainers on “How to Conduct a Public Hearing” (TOT) was conducted at the Academy of Public Administration for twenty-three persons approved as facilitators in providing strategic planning assistance with the Association of Mayors and Local Communities. The program consisted of two consecutive sessions on July 7-8, 2003. LGRP Training & Development Specialist, Ms. L. Tverdun adapted and utilized USAID financed training materials from other NIS projects. On the second day of training, nine students from the Academy of Public Administration were invited as “role play” participants to be the “citizen audience” for the training. There was a two-fold reason for inviting students to this program. First of all, this allowed the students to gain knowledge about the public hearing process. Secondly, they functioned as a “practice audience” for the use of the newly trained trainers. As part of the final evaluation of the ToT, the participants prepared and conducted a simulated public hearing. In attendance at this simulation were Bill Schlansker and Victor Rachkevych of USAID USAID/Kiev as well as the Chief of Party.
- Public hearings on community strategic plans took place during this reporting period in several LGRP local partner communities, i.e. Causeni, Glodeni, Ocnita, Briceni, and Badiceni. These are the first events for which the AMLCM provided technical assistance according to the sub-contract signed with the LGRP as part of its sustainability strategy. The average duration of public hearings was one and a half hours. On average, attendance was 80 people. In total, these initial public hearings provided opportunities to participate actively in questions of local governance for more than 400 citizens. Of this total, 35 citizens testified at the public hearings expressing proposals/comments aimed at making some of the strategic issues included in the drafts of the strategic plans more specific and suggesting additional possible ways of implementing the strategic plan. The civil society sector (CSOs) was represented by 7 people. Especially active were senior citizens who advanced a number of specific proposals and who asked the representatives of the local governments to maintain a transparent monitoring of plan implementation.
- In August, LGRP experienced sort of a “sustainability break-through” with community strategic planning in the town of Durlesti. Durlesti, is a medium-sized town located in very close proximity to Chisinau. Durlesti is not a current LGRP partner. Nevertheless, the newly elected mayor approached LGRP and asked to be included in the community strategic planning process. The mayor had heard many good things about the community strategic planning process and wanted his community to benefit. The new mayor felt so strongly about it that he offered to either fund a large portion of the cost from the municipal budget or to raise funds in the Durlesti business community to support the effort. This is the first example when a community has financially co-sponsored the development of the community strategic planning process. The community took responsibility for



paying the salaries that account for 46% of the total expenses, the Association of Mayors and Local Communities – for meals (29%) and the LGRP – supplies and materials (24%). This is the first case of such experience in the history of the USAID supported community strategic planning assistance provided by the LGRP. This could become an initial example of sustainable strategic planning to be replicated in Moldova in the future for other communities.

- LGRP in collaboration with the Academy of Public Administration successfully completed a series of thirty-five, one-day training events for newly elected councilors in a number of locations all across Moldova during September. This LGRP conceived and designed training event was delivered both at the Academy of Public Administration and at key locations in the various regions. Approximately 1,200 elected officials from all regions were trained in the core roles of the local councilor in democratic, local self-governance. The effort was very successful. Trainers worked in pairs consisted of one APA faculty member and one practitioner (usually mayors of some LGRP local partners), which have been recently instructed during a two-day TOT conducted by the LGRP.
- The Fiscal Decentralization team provided additional intensive, on-site training and technical assistance to Round V local government partners. Fiscal Decentralization program specialists visited: Glodeni, Basarabasca, Taraclia, Biruinta, Briceni, Caushani, Chadyr-Lunga, Donduseni, Soroca, Balti, Vulcanesti, Ialoveni, and Cornesti and provided on-site training in microcomputers and financial operations. In addition, Fiscal Decentralization team members provided training on other aspects of local financial operations such as: the issuance of treasury payment orders and the operation of a database of vendors/suppliers.
- Fiscal Decentralization specialists continued preparing and disseminating periodic electronic newsletters to all LGRP partner communities that have Internet access. Newsletters informed government officials concerning latest legislative amendments relevant to local governments as well as current and upcoming LGRP activities.

Targeted Assistance in Strategic Areas

- The water utility accounting and billing system in the villages of Pereni and Zberoaia have been successfully implemented. The system is based on the same “1C” software successfully demonstrated by USAID/PADCO utility tariff project in Ukraine. The two village water associations will receive ongoing support from the LGRP Fiscal Decentralization and Municipal Services teams during the initial period of operations. In order to assure the sustainability of the water utility systems in the long term, special attention is being paid to the collection process. So far the collection rate has been satisfactory. Each water association has applied the rules very strictly: users who do not pay their bills are disconnected from the

system. An additional part of the water system sustainability support offered by LGRP is assistance in setting up an operation and maintenance capacity. This includes provision of tools and spare parts and a water utility workshop. In the future, joint meetings and informal training sessions will be scheduled including all three water systems. These sessions will be focused on enhancing the sustainability of the systems.

- Additional dissemination of the water utility accounting and billing system was accomplished via intensive training and technical assistance provided by LGRP program specialists from the Fiscal Decentralization team to Pascani commune (village of Pereni). The goal was to assist the community in establishing a water utility accounting and billing system similar to the one installed in Zberoaia, which gave such positive results in August. The first computerized water consumption bills have been issued and submitted to the water consumers from Pereni. This system will allow easy monitoring of water consumption and collection of the corresponding payments from the citizens in a timely and efficient manner. The system is based on the same “1C” software demonstrated by USAID/PADCO utility management project in Ukraine.
- The LGRP Municipal Services team organized an in-country study tour for representatives of the village of Antonesti to the village of Zberoaia to visit and learn about the new water system, created by that community in collaboration with the Swiss Agency for Development and Cooperation and LGRP. Antonesti has included a similar project in its community strategic plan and can benefit by viewing a successful exemplary project in Moldova. The Mayor of Zberoaia also shared information about her success in implementing this and other projects for the community.
- In line with LGRP’s intention to provide technical assistance to the city of Balti in building a Local Area Network (LAN) in the financial department, the Fiscal Decentralization team leader together with the LGRP IT specialist prepared and forwarded to the city hall of Balti a letter with specific activities to be accomplished by the city as preparatory stage prior to LAN installation. Following the accomplishment of these preparatory tasks, the LGRP Fiscal Decentralization Team and IT Specialist will go on-site in Balti and install the LAN as agreed.
- The testing of water utility operations audits based on the initial application of the MEWSO methodology is proceeding. The Municipal Services team visited Floresti on August 12, 14 and 21, 2003 and together with the Floresti utility staff initiated the operations audit. The first objective of the audit is to develop an understanding of the system and its operations. Meeting this objective involved collecting available data on historical water delivery, consumption and various equipment data. Personnel of the Floresti water utility prepared a system diagram



superimposed on a street map of the city. This data was converted into an electronic format in AutoCAD software by the LGRP staff. The data collection process is still ongoing. In order to obtain useful and valid information, it was necessary to install metering equipment and to continue collection of data over a longer period of time. In parallel with Floresti MEWSO operations audit, a similar but considerably more extensive operations audit is being conducted at the Nisporeni water utility. This latter effort is being undertaken in collaboration with the Swiss Agency for Development and Cooperation and the water utility.

- A delegation from Moldova representing three Municipal Associations, i.e. the AMLCM, the NLAM and the Associations of Mayors of Gagauz Yery, participated in the Conference entitled "The Role of Municipal Associations and Experience of Transition Countries in Decentralization" that took place in Issyk Kul (Kyrgyzstan) on September 4-5, 2003. The Conference was organized and sponsored by the USAID Kyrgyzstan Local Government Initiative and gathered representatives from 12 countries in CEE and NIS. Mr Tudor Shuiu of the National League of Association of Mayors delivered a presentation on the political aspects of decentralization in Moldova, while Mikhail Formuzal, the Mayor of Chadyr-Lunga and the representative of the Associations of Mayors of Gagauz Yery, delivered a paper on financial and economic aspects of decentralization in Moldova. According to Moldovan participants, this event proved very useful, as they were able to learn a great deal from the experience of other countries.
- In a new initiative to support the implementation of community strategic plans, technical assistance was provided to 18 LGRP Partner Communities in completing Peace Corps application forms for possible placement of economic development volunteers. The economic development volunteers would be assigned to work specifically on community strategic plan implementation within each community. A total of 23 mayors submitted applications and community strategic plans to the Peace Corps Economic and the Organizational Development (EOD) manager.

General Activities

- A study tour on Community Economic Development to the Kazakhstan Municipal Training Center for small & medium sized cities in Lisakovsk, Kazakhstan was conducted. The study tour included mayors and local economic development officials from four LGRP partner cities (Chadyr-Lunga, Floresti, Ialoveni and Ungheni). This was part of a follow-up of Municipal Services assistance to Ungheni municipality in Community Economic Development. The visit consisted of two parts: a short one-day visit to the Institute for Urban Economics in Moscow and a one-week visit to Lisakovsk, Kostenai Oblast, Republic of



Kazakhstan. A separate summary report is in preparation. Both study visits were highly rated by the participants.

- An exploratory meeting investigating potential future collaboration with the IPROCOT Research/Design Institute was organized during this reporting period. IPROCOT is the design institute that LGRP used for some of the initial design work on the Municipal Services Demo Phase I projects. During the Soviet era, IPROCOT was the only major design institute in the Republic that provided civil engineering and architectural design services for municipalities. Mr. Totoc, Technical Director of IPROCOT, has introduced the idea of creating an “Information Technology Center”, which will provide expertise and consultancy in the Water Supply domain. Mr. Totoc also took LGRP personnel through the Institute archive that contains the original technical drawings and design documentation for almost all water supply systems in the urban areas in Moldova. One of the main scopes of the proposed Information Technology Center would be to convert all paper-based information and technical drawings into a digital format. While the archive of IPROCOT certainly represents a potentially very valuable and unique source of historical design information, the scope of such an ambitious conversion project from paper copies to electronic copies is well beyond the financial capacities of LGRP.
- A three-party joint meeting involving the Municipal Services Team, the Senior Vice Mayor of Ungheni and Administrator of Ungheni Free Economic Zone, and a Peace Corps Economic Development Volunteer, Ms. Rebecca Axvig, took place on September 15 in Ungheni. The purpose of the meeting was to explore potential assistance by Ms. Rebecca Axvig to the Ungheni Free Economic Zone in the area of Marketing, Public Relations, Information Research and Business correspondence with potential international investors interested in investing to improve the economy of Ungheni. This meeting resulted in some initial experimental collaboration between Ms. Axvig and the Ungheni Free Economic Zone.
- On September 23, 2003, the Chief of Party delivered a presentation on the history of local public administration in Moldova to newly arrived Peace Corps trainees at a pre-service training session that took place in the LGRP partner community of Ialoveni. An information booklet for Peace Corps Pre-Service Training for future Economic Development Volunteers entitled “LGRP: An Outline of the History and Current Status of Local Governance in Moldova” was prepared and presented to 27 trainees. This is part of a larger LGRP effort to seek to involve a number of Peace Corps Economic Development Volunteers in being assigned to LGRP Partner communities to assist community leaders and local officials in the implementation of community strategic plans.



III. Deliverables and Reports

Preliminary List of work products produced in Q3 2003

Fiscal Decentralization

1. Fiscal Decentralization Status Report: A presentation for the first meeting of mayors of LGRP partner communities
2. Presentation of the mayor of the town of Ialoveni on Financial Management Improvements in Ialoveni (in collaboration with LGRP)
3. Report on the fifth LGRP Financial Applications Users Group Meeting
4. Improved Financial “Software”: Budget Analysis Spreadsheet
5. Series of charts and graphics concerning budget implementation in the town of Drochia
6. Technical Memorandum regarding the adoption and issuance of a new “Decision of the Government” that significantly modified local taxes and fees collection procedures (highlighting the need to further revise the “financial management series” currently being prepared by the AMLCM)

Municipal Services

1. Report on the First Moldova National Symposium for Water Utilities
2. Report of Moldova Apa-Canal Association (in three languages)
3. Presentations of speakers at the National Symposium
4. Water and Wastewater chapter for MEWSO from Dr. Sergiu Calos, Moldova Technical University
5. Legislation and Administrative Rules chapter for MEWSO from Moldova Apa – Canal Association
6. “LGRP: An Outline of the History and Current Status of Local Governance in Moldova”

Democracy and Governance

1. Training Design & materials for the ToT on Public Hearings
2. Training Design & materials for the series of training seminars for newly elected local officials (NELO)
3. Environmental Scans & Profiles of the 13 LGRP “Round V” partner localities*
4. Reports on Round tables conducted in the 13 LGRP “Round V” partner localities
5. Community Strategic Plans (preliminary) for the 13 LGRP partner localities

* Briceni, Ocnita, Glodeni, Soroca, Donduseni, Biruinta, Cornesti, Causeni, Vulcanesti, Basarabasca, Taraclia, Pascani and Zberoaia.

6. Meeting Designs/Agendas for the first and the second Quarterly Mayors' Meeting
7. Presentations on: Community Strategic Planning – Bryson's model; goals, objectives, benefits; strategic planning cycle: steps for communities (for the orientation session on strategic planning)

IV. Problems or Delays Affecting Task Order Performance

None at this time

V. Work Planned for Next Reporting Period

Fiscal Decentralization

- Continue the process of selection, procurement, adaptation, implementation, training and support for comprehensive integrated municipal accounting software to be implemented in up to 5 selected local government partner communities
- Deliver financial management training and technical assistance to Round V partner communities
- Organize and conduct an orientation meeting for up to 5 potential pilot partners for implementation of integrated municipal financial software
- Conduct 6th LGRP Financial Application User Group Meeting

Municipal Services

- Distribute the Municipal Services Sourcebook among LGRP local government partners
- Deliver MEWSO training to up to 5 additional communities
- Prepare a preliminary review draft "Heating Alternatives Manual"
- Provide Technical Assistance and Institutional Strengthening to the Moldova Apa Canal Association
- Prepare the second edition of the "Manual on Efficient Water Supply Operations"

Democracy and Governance

- Examine international literature and practices regarding association building and perspectives of creating a single non-partisan municipal association in Moldova.
- Conduct a review of legal context in Moldova that enables promotion of "sunshine" policy measures
- Monitor strategic planning activities subcontracted to the AMLCM
- Prepare and launch a „Best Practices Competition” among local governments
- Assist local governments in preparing and conducting public hearings.
- Assess feasibility for creating a „Municipal Rule of Law” project
- Seek to develop a joint action plan with the APA aimed at conducting a feasibility/desirability analysis for creating up to three regional training centers for local government officials
- Monitor the process of strategic plan implementation by partner communities

VI. Specific Action Requested

None at this time