



Yayasan Tambuhak Sinta

Notes on Training on Technique Facilitation in RPJMDes Making



FORDFOUNDATION

Palangka Raya, 6 – 7 November 2012



Event	: Training on Technique Facilitation in RPJMDes Making
Facilitator	: Dian Anggraeni
Co-Facilitator	: Dino Mika
Note Taker	: Dino Mika
Documentation	: Dino Mika
Participants	: Yuddis, Elsi, Hendra, Inda, Agus, Frind
Time	: 08.30 am – 5 pm
Date	: 6 – 7 November 2012
Venue	: YTS Meeting Room

Day I

1. Opening and explanation of the training by Dino

Explanations of the back ground, goal, objective of the activity, and training agenda.

Background:

- Second year of Governance Project
- PO and PSO become the facilitator to assist the pilot project villages
- The acknowledgement of Sektda Gunung Mas on YTS CLAP is used to be reference for RPJMDes document.

Goal:

This training is conducted to improve the ability of POs and PSOs to facilitate RPJMDes Making and Review in 6 pilot project villages in Kahayan.

Objectives:

- POs & PSOs understand better on concept, technique and criteria of good RPJMDes
- Pos & PSOs are able to facilitate RPJMDes making and its review.



Pic. 1. Dino is explaining the background, goals and objectives of the training

Training agenda:

Time	Activity	Methods	PIC
Day 1, Tue, 6 November 2012			
08.30 – 09.00	Opening & introduction to training	Presentation	Dino
09.00 – 10.30	Introduction to concept, technique and criteria of RPJMDes and its function in the democratic development	Presentation Brainstorming Discussion	Dian
10.30 – 10.45	Break		Abadi
10.45 – 12.30	Exploring technique for making good RPJMDes	Brainstorming Discussion	Dian
12.30 – 13.30	Lunch		
13.30 – 15.00	Using CLAP data for making RPJMDes	Demonstration Practice	Dian
15.00 – 15.15	Break		Abadi
15.15 – 17.00	Using CLAP data for making RPJMDes	Demonstration Practice	Dian
Day II, Wed, 7 November 2012			
08.30 – 09.00	Review Day 1	Presentation Demonstration	Dino
09.00 – 10.30	Review RPJMDes Technique	Presentation Demonstration Practice	Dian
10.30 – 10.45	Break		
10.45 – 12.30	Review RPJMDes Technique	Presentation Demonstration, Practice	Dian
12.30 – 13.30	Lunch		
13.30 – 15.00	Review RPJMDes Technique	Presentation Demonstration, Practice	Dian
15.00 – 15.15	Break		Abadi
15.15 – 17.00	Action plan	Brainstorming Discussion	Dino, Dian

1. Introduction Session

POs introduced one another by mentioning names, the most prominent character, and how the character could help the PO to do assistance in RPJMDes making (by Dino)

Here is the result of introduction:

Name	Most prominent character	Impact of character toward facilitation work
Frind (by Elsi)	Patient	Must be patience anytime when dealing with villagers in making RPJMDes
Inda Sarwono (by Agus)	Master local language	Easy to approach community
Yuddis (by Hendra)	Diligent	Because he is diligent, the RPJMdes will be made well
Agus (by Inda)	Respect others' opinions	Can blend with the community, because willing to hear well dan not forcing his will in facilitating RPJMDes making
Hendra (by Yuddis)	Loud voice Being "wise guy" Strict	Loud voice is a capital to get the community attention Being a "wise guy" can be a boomerang for Hendra especially when dealing with critical villagers
Elsi (By Frind)	Reactive Never give up Dilligent Willing to know everything	By willing to know make her always wants to learn. It makes me sure that Elsi could provide good assistance in making the RPJMDes.



Pic 2,3,. Introduction session

3. Session I: Brainstorming using metaplan on definition of RPJMDes, position, RPJM Function, benefits, systematic by ibu Dian.

RPJMDes Definition	RPJMDes Position	RPJMDes Function	Benefits of RPJMdes	RPJMDes Sistimatic
Development plan for 5 years	Starting points of village development	Village document	Important (reference)	- introduction - village profile - development plan - development strategy
Village plan for developing, managing and implementing villager's aspiration for the village wealthy which is done participatory, open and transparent.	Development basis	To be reference for village development plan	Village document Sustainable development metaplan RKP basis	Meeting Village profile RKP Organizational structure
Must made plan for village development	Village reference in development	Village document	Help villagers' in looking at village development plan in the future.	Village regulation Village history
Reference/basis both for village and external parties in making and implementing development	Village development plan document	Basis/reference for village development plan making	Compilation of development plan of an area	Intoduction Objective Vision Mision
Making development plan for community as a source of information	Document that explains village plan	For village document	Get input about priority activity in the village	Introduction Profile Medium term plan Development strategy
Plan/proposal for village development in medium term or short term.	As village planning	As village document Village plan in the development of infrastructure, economy, and social.	As direction for development activities	List of content Introduction Content Etc



Fig. 4, 5,6. Brainstorming session of making definitions, position, and function of RPJMDes

Elsi: Why RPJMDes is not considered as input?

Bu Dian: RPJMDes is not a s input, because is small scale, while RPJMDes is a basis or reference for village development activities. So that if we see form ots function, RPJMDes is have big benefits for village community.

Inda: RPJMDes is valid for 3 – 5 years? Please further explanation on it!

Dian: yes, we have it 1 – 3 years plan too. RPJMDes is for 3 – 5 years plan.

4. Break (15 minutes)

5. Conclusion of the definition used pak Hendra's.

- Function: starting point of village development
- Function: as reference for project implementation in the village
- Benefit: there is one objective scoring towards how village government works, and community participation in the development.

6. Sesion II: Preparation in RPJMDes Making

- Preparation of making RPJMDes
- Table of people workload
- Time table Vs condition

WORKLOAD	PEOPLE	TIME	CONDITION
13 jobs photos note taker Revision	Team 11 Maximum 5 people Village head/village secretary Kaur/Ketua RT BPD/Ketua RW KPMD PKK KKD	1 village 2 days	nature: rainy season livelihood: planting mining: inspection

Challenge in village:

CLAP has been done for a long time in Manguhung, Posu, Mahuroi, there is no guarantee the document is still valid. Need to discuss with community about the validity of the document [perhaps there are now many changes like social map, land use map, etc.

Review of CLAP Document and its relevancy to RPJMdes



Pic. 8, 9. POs are doing review of RPJMDes and CLAP Data

Here is the result to f the review:

RPJMDes in village	RPJMDes is not in village
Tumbang Sian Village history Village map Land use map Problem and potential and expectation Village institution Initial data consolidation	Tumbang Sian Vision Mission Village head introduction Intention and purpose Benefits of RPJMdes Conclusion Photos, report, and attendance list
Tb. Tajungan Table of content Preface Village history Village map Village institution Problem and potential Village analysis Social map Table	Tb. Tajungan Title Preface Introduction (background, law basis, RPJMdes definition, intention and purpose, benefits) Vision Mission Policy direction and development priority Closing Photos Attendance list Decree
Tumbang Posu Village history Map and village condition Institution Problem and potential Village analysis	Tumbang Posu Vision Mission Indicative program RPJMDes making process Preface Background Law basis
Tumbang Koroi Village history Map and village condition Institution Problem and potential Village analysis Social map	Tumbang Koroi Village head speech Law basis Vision Mission Intention and purpose
Tb. Mahuroi Village history Map and village condition Institution Problem and potential Village analysis Policy direction List of content	Tb. Mahuroi Vision Mission Background Law basis Preface Intention and purpose

Mangkuhung	Mangkuhung
Sejarah desa	Law basis
Village history	Background
Map and village consition	Law definition
Institution	RPJMDes regional regulation
Problem and potential	Village profile
Village analysis	Vision
Social map	Mission
	Policy direction
	Development priority
	Intention and purpose
	Benefits

Individual assignment – Making format agenda RPJMDes Making Assistance

Village vision and mission:

Village visioning (done in the form of)	Village mission making
Community service and aspiration	
<ul style="list-style-type: none"> – Free identity card – Free family card and birth card – Marriage letter facilitation – Regular meeting with community 	<ul style="list-style-type: none"> Free identity card Service excellence /professional
Aspiration	
Regular meeting with community	
Best product development	Priority
<ul style="list-style-type: none"> – Anding – Rattan – Bamboo – Best fruits – Rubber – Large scale gold mining 	Community lives in harmony, work together actively, base on rubber agriculture that is quality and led by excellent public service.
Wanted values	
<ul style="list-style-type: none"> – Harmony in religion – Work together 	
Village government function	Village government:
<ul style="list-style-type: none"> – Every work days service – Village gov officials – Can be a great mediator for conflict – Could provide complete information about village – Free medication 	Excellent service base on rubber agriculture to wealth the community that has good attitude and emphases on religious harmony and work together.
Handled needs(medium term/mustiyar)/physics and non physics	
<ul style="list-style-type: none"> – Final waste container – Public toilets – Water installation – Worship 	

Served group:

- Village government? Community?
 - Rich
 - Poor
 - Youth
 - Men
 - Women
-



Pic. 10, 11 POs are making the format agenda for RPJMdes making assistance

The biggest challenge is doing negotiation with community for formulating the vision because the vision must state dream of the whole village citizen.

7. Session III: Explanations of Vision & Mission Formulation

Vision statement formulation

Model 1. Paraphrase to a main statement that represents result, people and value.

Example:

Yuddis - “a wealthy village with all service to the community and able to produce large rubber production by having unity and togetherness values” (good)

Hendra - ” Tambuhak Sinta village in the next five year to be religious village, center of reginal rubber and keep preserve local wisdom of Dayak people.”(good)

Model 2. All desired aspects (7 aspects) from vision formulation – look at the guidance) formulated as vision enforcement.



Pic. 12, 13. POs are formulating vision and mission statement in pairs

Elsi - *"Tabuhak Sinta in five years ahead becomes rubber plantation with quality result to create community wealth which are balance and proper"* (too large values)

Inda - *"in five years ahead Tambuhak Sinta becomes a proper and wealth and has religious value"* (still in a jargon and not reflects 7 identified aspects which are public service, aspiration, best product development, desired values, medium term need and served group).

Frind - *"in the next five years Tambuhak Sinta village becomes a green, wealth and dignify village (result/no best product yet).*

Mission Statement

Agus & Inda

1. Improve service with kindness, effectiveness and quality
2. Involve community in the village and government activity together
3. Through best seedlings to improve farmer wealth
4. Preserve harmony in the religions and build senses of togetherness/help one another among various religions.

Yuddis & Frind

1. Provide infrastructures and facilities for public service
2. Master and apply rubber processing technology
3. Maintain and preserve culture of togetherness.
4. Improve tolerance among various religions in the community.

Elsi & Hendra

1. Improve farmer wealthy through entress rubber program.
2. Open access to rubber market to the province level and maintain quality product
3. Develop community potential trough institutional program
4. Improve faith and obedience to God through regular religious activities
5. Build awareness for the importance of affordable public service

8. Conducting SWOT Analysis for Mission Statement (with 15 minutes break)

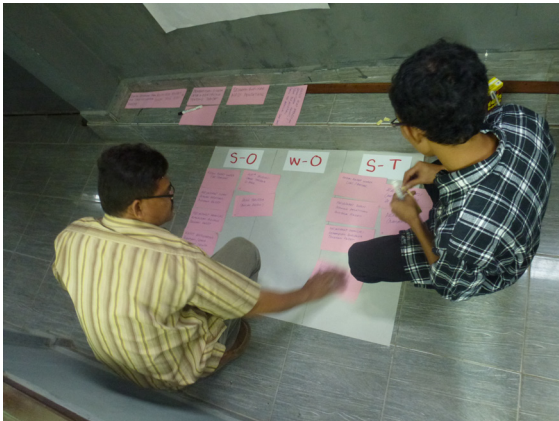
SWOT Inda & Agus

Strengths	Weaknesses
Work together	Human resource mind set
Cooperative village government	Lack of expertise/skills
Community/institution	Lack of participation
Local wisdom	
Opportunities	Threats
YTS support	Competitors
Large rubber land	Fee/retribution
There is facilities and road access	Reach
There is land certificate (SPT)	Time
There is operational support form SKPD	

Yuddis & Frind

Strengths	Weaknesses
Large rubber area	Price of equipment is not affordable
Community has ability to plan rubber	No capital/money
Rubber is an inherited livelihood	Price is not stable
Community has religions	Religion and moral education is lack
Gardening is their inherited livelihood	There is no formal house for worship
Work together	Lack of social relationship
	Habbits of drinking “anding” until get drunk
Opportunities	Threats
Mechine spare part is available in the market	Unstable rubber price
There is market (factory)	Low rubber price
Until now there is people who do “handep”	More outsider coming to village
News on printed and electronic media on “handep”	Already contaminated to city culture
High culture value need to be published	Good transportation and communication access
	Various religion
	Conflict of religion published in the printed and electronic media
	Issue of religion/provocator

Strengths	Weaknesses
<p>There is CU basic training and technical assistance</p> <p>Already trained in rubber cultivation</p> <p>Community has capacity</p> <p>There is decent religion facilities</p> <p>Communities own rubber plantation</p>	<p>Dependency on external institutions</p> <p>Difficult to get seeds</p> <p>Public service doesn't consider working hours</p>
Opportunities	Threats
<p>There is opportunity for institutions get in to village</p> <p>Rubber business is promising in the future</p> <p>Safe environment for doing religious activity.</p>	<p>Not all community receive and involve and understand the function of economy institution in the village</p> <p>Fanatism</p> <p>Difficult to measure village government performance</p> <p>There are lots of pest and disease for plants</p> <p>Compete with palm oil plantations</p> <p>Maintenance must be intensive</p> <p>Rubber price is up and down</p>



Pic. 14,15. POs are doing SWOT analysis for Mission Statement



Day II, 7 November 2012

1. Opening by Dino
2. Prayer led by Dino
3. Review led by Dino

Participants are asked to write on a metaplan paper one topic that they learned on the first day that they like most. And then Dino asked the participants to give it to person who stand next to them and again and again until the facilitator says stop.

Each participant has to explain the topic they got to the audience and so until each participant got they turn to speak.



Pic. 16, 17. Review Session

Here is the list of topic written by participants on the metaplan paper:

- SWOT
- RPJMDes definition
- RPJMDes
- Mision
- Vision & Mision
- Benefits of RPJMDes

4. Explanation from ibu Dian regarding to issues mentioned by participants during review on the definition of RPJMDes, Function, Objectives, and systematic order of RPJMDes. The result as follows:

Position	Technical direction of UU No. 32/2004, UU No 25/2004, Permendagri No.66/2007
Function	5 years development direction Starting point of village development performance
Benefit	Make is easier for annual village development plan Make it easier for decision making if there is program for village Reference for village development
Sistimatic	Permendagri No.66/2007

5. Analysis on Developing RPJMdes Strategy

Inda & Agus

SO		WO		ST	
S	O	W	O	S	T
Much latex in short time	Quality latex wanted by market	Various religion makes people want to interact with the same religion	As religious tourism object	It 's been a tradition to maintain the harmony	Issues of war of relegion
It 's been a tradition to maintain the plantation	Can be seen as positive valus for external party for religious tourism	Production period for rubber tree is shorter ans spend more money for maintenance	High quality latex and high demand from the market	More rubber production in short time because of planted best rubber seddlings	No standardized farmer rubber price to determine rubber price Far access to factory.
Government is always cooperative in collaborating with village community	Service to public, SPT, administration, citizenship, and SKPD support	Limited mind set and dependent to external party	There are facilities, acess to external party.	Government always cooperative with village community	There is still illegal retribution
Local wisdom could support the community	Anding as community nusiness	Anding as drink to strengthen one another relationship Too much anding production make the villagers in conflict		Local wisdom could support the community	
Strategy		Strategy		Strategy	
Participation		Improvement		Improvement	
Acceleration		Participation		Acceleration	
Take side/supporting		Accelartion		Participation	
Make use		Take side			
Improvement		Participation			



Pic 18, 19, 20, 21. Session of analysis on developing RPJMDes strategies

Lesson learned:

There are the same things with others. Then we can minimize and we don't need to make too many program and activity as it can be blended into one program.

SO		WO		ST	
S	O	W	O	S	T
Many villagers' rubber plantation	Production tools available in the market	There is no tools for latex processing	There is market Machine for production is available at the market	Many rubber planantion owned by villagers	Rubber price is up and down
Villagers have been trained on ruber cultivation	There is market (many factories)	Price for rubber production tool is expensive		Villagers have been trained on ruber cultivation	Lowest price
Villagers have been able to cultivate rubber		There is no permanent religion building yet		Villagers have been able to cultivate rubber	
Rubber is inherited livelihood		Lack of religious education Habit of drinking till drunk		Rubber is inherited livelihood	
"Handep" / Togetherness is still applied	"Handep" / togetherness has cultural values to be published	Lack of togetherness	"Handep" / togetherness has cultural values to be published	"Handep" / togetherness is still applied	It's been contaminated with city culture
Gotong royong is a local wisdom	Printed and electronic media news about "handep"	Lack of social relationship	Printed and electronic media news about "handep"	Gotong royong is a local wisdom	More new comers
Gardening is a inherited livelihood		Lack of social relationship Habbit of drinking till get drunk		Gardening is a inherited livelihood	Conflict potential because there are various religion
					News in printed media on religion war

Strategy	Strategy	Strategy
S1 – O1 Improvement	W1 – O1 Accelartion & Improvement	S1 – T1 Improvement & Take side
S2 – O2 Make use, accellarion	W2 – O2 Acceleration & Improvement	S2 – T2 Improvement
S5 – O3 Partisipation	W5 – O3 Improvement & Take side	S5 – T3 Improvement & Take side
S6 – O4 Take side	W6 – O4 Improvement & Take side	S6 – T4 Take side
		S7 – T5 Take side & Participation

Elsi & Hendra

SO		WO		ST	
S	O	W	O	S	T
There is proper religious facilities	Conducive environment for religious activity in the village.	Dependency with external parties	Conducive environment for religious activity in the village.	There is proper religious facilities	Fanatism
Community has lot os rubber plantations	Rubber business is promising	Difficult to get best seddlings in the village	Rubber business is promising	Community has lot os rubber plantations	Unstable rubber price
Community has been trained on by YTS	There is opportunity for third party to assit the village	Service that don't count on working hours	There is opportunity for third party to assit the village	Community has been trained on by YTS	Not all community welcome with third party
Strategy		Strategy		Strategy	
S1 – O1		W1 – O1		S1 – T1	
Make use		Improvement		Take side	
S2 – O2		W2 - O2		S2 – T2	
Accelartion		PAccelaration		Accelaration	
S3 – O3		W3 – O3		S3 – T3	
Participation		Make use		Take side	

6. Lunch

7. Ice breaker by Dino

The POs work with their own partner and find their similarities in 3 minutes. The group with the longest list is the winner. The winner was Inda & Frind and got a simple present from the training committee.



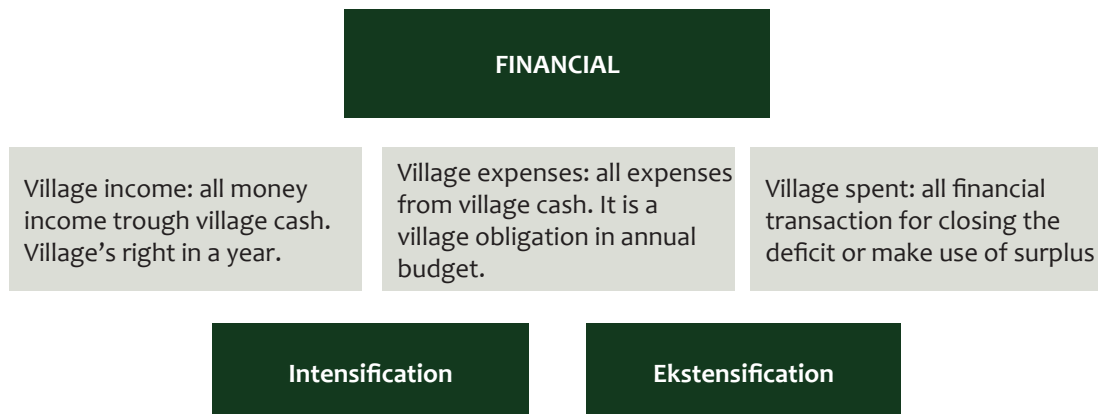
Pic. 22, 23. Ice breaking session

Steps to find policy direction:

1. Identify strategy (SWOT)
2. Analyze strategy
3. Determining selected strategy

From the process we decide the village policy directionis....based on the result of analysis that is done step by step in 5 years.

8. Explanations on Financial aspects in RPJMDes



9. Developing Program & Activities for Village (with Break)

Yuddis & Frind

PROGRAM		ACTIVITY	
TYPE	INDICATOR	TYPE	INDICATOR
Srengtening human resources and village institutions (1)	Types of village capacity building Participation rate Improved percentage of rubber best products	Training on financial management, household economy. Technical training on compos making for organic agricultures	Improved community wealthy economically. Villages change from chemical to organic
Buying rubber sheet machine *activity) (1)	Amount of production equipment and facilities Sheets quality Rubber production rate	Provision of production facilities for rubber latex	Improved quality and quatity of rubber production
Improving infrastructure and facilties in the village (3)	Village infrastructure condition Numbers of stairs	Stairs improvement	There are stairs
Clean “Friday” (1) Improve and preserve culture of “handep” in the community.	Rate of community participation		Clean, green and healthy village
Policy advocation (5)	Numbers of local regulation established	Encourage local government for better rubber price	Local regulation on standardized rubber price
Improve villagers’ nutrition (6)	Children growth rate quality	Provide additional nutrition for baby	Healthy babies

PROGRAM		ACTIVITY	
TYPE	INDICATOR	TYPE	INDICATOR
Improve community participation in local planning forum	Village government, women, youth, poor people, and village institutions	Musrenbang Village review	Musrenbang Participation and open review
Provide supporting infrastructure for community health	Community uses Public toilet Community maintain the health center participatorily	Toilet Clean water	Improve community health
Improve service and health problem anticipations	All health center Health center is able to do service on basic health service Dialogue cross religion	Postu/puskesmas Puskesmas Posyandu Active in praise and worship, and prayer	Pelayanan kesehatan dasar terlaksana Closer to God
Srengtening human resources and village institutions	Training participation improves at least 50% from training based on community needs	Technical assistance on rubber cultivation Making entres garden by planting best quality seedlings	Improved training implementation Time for harvesting is faster, more latex production, and easier maintenance

PROGRAM		ACTIVITY	
TYPE	INDICATOR	TYPE	INDICATOR
Srengtening human resources and village institutions		Training on rubber cultivation for best types	Maximum rubber production result
Support for improving agriculture and plantation		Rubber seedling support Training on capacity building	Result of livelihood activity improves
Infrastructure development		Developing village stairs Clean water installation	There is religion forum for sharing and discussion, and problem solving. As supporting for community because easier access
Anti-corruption program			



Pic. 24, 25. POs are deciding programs and activities for village

During the process of developing programs and activities, Bu Dian assisted each group to make sure each group understand how to develop it well and its basic concept and principles (simulation while assisting the group). Each of group work result was evaluated carefully by bu Dian to make sure POs and PSO understand what they put in the program and activities.

10. Action Plan Led by Dino

The dates for RPJMDs Making Assistance

Damang Batu (Yuddis & Agus)	Kahut (Inda & Hendra)	Miri Manasa (Elsi & Frind)
Tb. Posu (12 – 14 Nov 2012)	Tb. Sian (15 – 17 Nov 2012)	Tb. Koroï (12 – 14 Nov 2012)
Tb. Mahuroi (15 – 17 Nov 2012)	Tb. Tajungan (18 – 20 Nov 2012)	Mangkuhung (15 – 17 Nov 2012)

11. Presentation on Assistance Agenda by Hendra

Day, Date, Time	Activity/assistance step	PIC
Wed, 14 November 2012		
09.00 – 10.30	Orientation and task division	
11.00 – 13.00	Making chapter I	
13.00 – 14.00	Lunch	
14.00 – 16.30	Making chapter II	
17.00 – 19.00	Dinner	
19.30 – 21.00	Making chapter III	
Thurs, 15 November 2012		
09.00 – 12.00	Making chapter IV	
12.00 – 13.00	Lunch	
13.30 – 15.00	Chapter V/Closing	
15.00 – 16.00	FGD women	
16.00 – 17.00	FGD men	
17.00 – 19.00	Dinner	
Fri, 16 November 2012		
08.00 – 12.00	Public consultation Document finalization Closure	



Pic. 26, 27 . Hendra is presenting their action plan for RPJMDes making assistance

What should be done during FGD for Men and Women?

- Vision formulation (aspiration hearing)
- We can use pictures if it is difficult for them to use words
- What should be done during public consultation?

What should be done during public consultation?

- Presentation of RPJMDes draft
- Use post it to declare agree and disagree.
- If necessary no need to do presentation, just ask the participants read by themselves and give post it if agree and provide special space for comments and suggestions.

Facilitation work

- Day 1: Input data form CLAP data
- Day 2: FGD (Vision)

PO Task

- Facilitation schedule in making RPJMDes in village (deadline on Friday, Nov 8th)
- Budget for RPJMDes making assistance in the kecamatan (deadline on Friday, Nov 8th)

Dino's Task

- Convert format of RPJMDes from PDF into word.
- Send list of photos need to be taken by POs during the assistance.
- Copy CLAP data for 6 villages (2 times each)
- Send the soft copy of brief guidelines in making RPJMdes to all POs and PSO.

Dian Task

- Provide reporting format
- Draft for format of chapter IV.3
- Musrenbang Agenda

12. Training Evaluation by Dino

Evaluation was done by giving two metaplan papers with different colors. Pink for their impression of the training, and green for their suggestions on what things need to be improved.

The result of the evaluation is the following:

Inputs	Comments
Interesting material Very fun	I like if we often have training, good snacks
Short and useful training	Need to repeat training on RPJMDes to gain our knowledge
Short training, not really maximum understanding.	There is special time for this kind of training
Add more work for PO to provide more time working with the community	Need additional time for this training
Interesting material, new things	Training venue should be bigger
Good materials and relevant to the need Consumption and snack are satisfying	If there is training like this should be not suddent because we have to finish our report Need more enforcement.