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THE TATTs PROGRAM

*Institutionalizing Disaster Preparedness and Management
Capacity of BPBDs in Indonesia through
Technical Assistance and Training Teams*

QUARTERLY REPORT

1 October – 31 December 2014

Funded by
USAID / Office of Foreign Disaster Assistance (OFDA)



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Forum
Perguruan
Tinggi
PRB



SNAPSHOT

- **100% of TATTs National Management Team recruited and in place**
- **50% of TATTs Provincial Capacity Building Teams recruited and deployed**
- **100% of sub-grants completed with TATTs consortium partners**
- **TATTs Monitoring and Evaluation Plan and first Annual Work Plan completed and submitted to USAID/OFDA**
- **TATTs Baseline Survey instruments developed**
- **TATTs socialization with the Indonesian national disaster management agency (BNPB)**
- **TATTs socialization with six target provincial disaster managements agencies (BPBD)**
- **Expression of Interest developed for DRM Short Term Technical Assistance positions**

INTRODUCTION

This report signifies the first Quarterly Report for the *'Institutionalizing Disaster Preparedness and Management Capacity of BPBDs in Indonesia through Technical Assistance and Training Teams'* (TATTs) program. TATTs is a \$5 million, two-year USAID/OFDA investment focusing on capacity building for six targeted provincial disaster management agencies (BPBD) in Indonesia. These agencies are responsible for the coordination and implementation of disaster management activities before, during and after disasters. The six provinces cover a combined population of more than 42 million people.

The provinces – Papua, West Papua, Maluku, North Maluku, Southeast Sulawesi and Central Java – represent six of the 14 priority provinces under USAID's 2014-2018 Country Development Cooperation Strategy for Indonesia. The Mercy Corps-led TATTs consortium is an innovative approach to local government disaster management capacity development, combining embedded provincial disaster management and training specialists with external short term technical advisers and experts. The consortium brings together key Indonesian disaster risk management (DRM) and civil society organizations and stakeholders including Mercy Corps Indonesia, the Indonesian Disaster Management Society (MPBI), the National University DRR Forum (FPT-PRB), international NGO Arbeiter-Samariter-Bund (ASB), a leader in inclusion and disability, and Cardno Emerging Markets (Cardno), a respected managing contractor with vast experience managing and implementing bilateral aid programs in Indonesia and internationally.

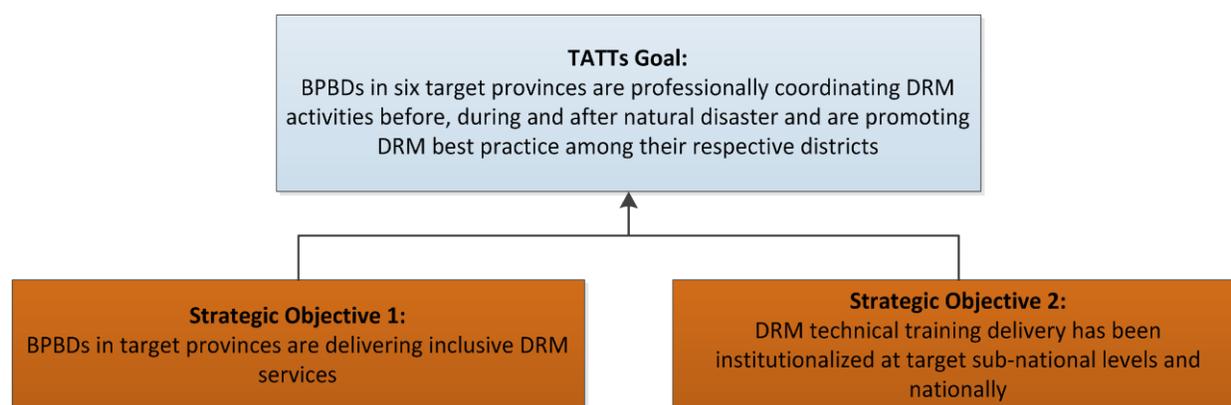
This report covers the period 01 October 2014 – 31 December 2014, or Quarter 1 of the TATTs program. This period focuses exclusively on "start-up" activities and program consolidation including the recruitment and mobilization of senior national staff; design of the program logic, monitoring and evaluation framework and development of the first Annual Plan; recruitment of field teams; initial planning meetings with TATTs consortium partners and finalization of sub-grant awards; and socialization of the TATTs program with key national and sub-national stakeholders including the national disaster management agency (BNPB) and provincial disaster management agencies (BPBDs).

THE TATTs PROGRAM

With its focus on the capacity development of BPBDs, the TATTs program assists in fulfilling *Intermediate Result 2.3: Governance of Essential Services at the Local Level Strengthened* under the 2014-2018 USAID Country Development Cooperation Strategy for Indonesia. According to the strategy: *'In decentralized Indonesia, the capacity of local governments to deliver services in an effective, responsive, inclusive, and accountable manner is*

critical. In addition, ensuring that local governments have sufficient capacity to continue to deliver services in the face of political changes, or other upheavals is an important component of this capacity.'

The TATTs Program contributes to the delivery of improved DRM services by building the institutional strength of provincial BPBDs, with the assistance of embedded technical specialists, while strengthening practical disaster management skills through direct training. Because sustainability strategies are vital, TATTs will assist in the practical testing and delivery of national government DRM training curricula and modules feeding results back into BNPB's Training and Education Centre. At the same time, the program will build the capacity of provincial networks of disaster management facilitators drawn from local government, universities and higher education facilities, and local civil society and NGOs, to support the replication of training at the district level. The program will strengthen DRM budgeting and planning to ensure local governments invest more effectively into DRM service delivery.



See **Attachment 1** for complete TATTs Program Logic.

TATTs ACTIVITIES: QUARTER 1

The TATTs Monitoring & Evaluation Plan and the Year 1 Annual Work Plan were submitted to USAID/OFDA on 30 November 2014. The Annual Work Plan identified the current reporting period (01 October – 30 December 2014) as the TATTs Program Start-Up Phase and identified the following key activities:

Quarter 1: Oct - Dec 2014	Completed	Comment	Status
- Jakarta Management Team in place (CoP, National Training Coordinator, National M&E Officer)	100%	All in place by mid November 2014	Complete
- Recruitment of Provincial Teams	50%	Delay in recruitment of 3 Provincial Team Leaders; 1 Senior Program Officer; 6 Training Officers	Delayed
- TATTs M&E Plan developed and submitted	100%	Submitted in line with USAID/OFDA contract	Complete
- Development of baseline survey and tools	100%	Baseline tools designed and completed in December 2014	Complete

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- Implementation of baseline	0%	Extension granted until 28 February 2015 for submission of the TATTs program baseline. Teams will implement in January 2015.	Delayed
- TATTs Annual Work Plan developed and submitted	100%	Submitted in line with USAID/OFDA contract	Complete
- TATTs Quarterly Report submitted	100%	Submitted in line with USAID/OFDA contract	Complete
- Meeting and planning with consortium members	100%	Informal one-on-one meetings conducted with all consortium partners. Full partner planning meeting scheduled for Qtr 2 as per the Annual Plan	Complete
- Socialization and partnership meetings with National Disaster Management Agency (BNPB)	90%	Meetings with key BNPB staff including: Deputy 1 (Prevention & Mitigation) Head of Program Unit (Training & Education Center) Meeting still required with Head of Training & Education Center	Delayed
- Socialization and initial meetings with six provincial BPBD	100%	Meetings and socialization with all heads of BPBD in six target provinces	Complete

A. Recruitment

The TATTs program National Management Team was mobilized by mid-November 2014. The team consists of the Chief of Party, National Training Coordinator and National Monitoring & Evaluation Officer. The management team prioritized field team recruitment during Quarter 1. A number of recruitment challenges emerged including: finding strong, suitable candidates in the more isolated regions; finding women candidates for long-term postings in isolated regions; finding skilled Master Trainers with a background in DRM; the withdrawal of several candidates identified in the original Mercy Corps TATTs proposal; and the withdrawal of the Southeast Sulawesi Provincial Team Leader prior to contract ratification. Despite a delay in recruitment against the Annual Work Plan schedule, extra effort was invested by the National Management Team with the support of the Mercy Corps Human Resource Unit resulting in strong candidates selected for the field teams. These specialists include a DRM adviser to the Central Java Governor and senior staff with strong backgrounds in capacity development and DRM programming from a range of agencies including international NGOs and the World Bank. Combining these specialists with existing Mercy Corps staff transferring from other DRM programs resulted in experienced field teams with an understanding of Mercy Corps administrative systems. This is important for the distance management model required by the TATTs program and should result in a smooth transition to activity implementation in the target provinces.

Following an underwhelming first recruitment round for the Master Trainer positions, the National Management Team put Master Trainer recruitment on hold to ensure the right kind of position was identified in line with the emerging contexts and priorities in each target province. The title of these positions will now be changed from

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“Master Trainers” to “Training Officers”. Training Officers will be responsible for the direct training component of the TATTs program under the line management of the Provincial Team Leader. The Training Officer will develop and support the training programs in each province, in line with BPBD priorities and planning. This will include logistics, administration, identification of human resources, and support of local training networks.

Staffing changes were also required against those names included in the Mercy Corps proposal submitted to USAID/OFDA on 19 May 2014. Only one of the five initial proposed staff mobilized with the TATTs program – the Chief of Part, Jason Brown. For personal reasons, the other four proposed candidates did not take up the post.

Position	Proposed	Sex	Deployed	Sex
Chief of Party	Jason Brown	M	Jason Brown	M
National Training Coordinator	Widya Setiabudi	F	Djoni Ferdiwijaya	M
Provincial Team Leader – Central Java	Siti Ruhanawati	F	Juli A. Nugroho	M
Provincial Team Leader - Maluku	Glory Sunarto	F	<i>Recruitment ongoing</i>	
Provincial Team Leader - Papua	Supriyanto	M	David Bawais	M

There is a strong male gender bias in the current recruited TATTs positions. As with all program activities, TATTs is committed to achieving greater gender balance within the team and will continue to prioritize this in ongoing recruitment. A full staffing matrix as of 31 December 2014 is included at **Attachment 2**.

B. Sub-Awards

All sub-award agreements were finalized between Mercy Corps and sub-award partners as per the matrix below. As of 31 December 2014, the national management team were negotiating service contracts with two other TATTs consortium partners – 1) the National Disaster Management Society (MPBI) and the National University DRR Forum (FPT-PRB). These service contracts will relate to specific outputs and will be finalized in Quarter 2.

Sub-Award Agreement / Service Contract	Value USD	Comment	Status
Yayasan Mercy Corps Indonesia – Sub-Award	2,310,995	National and provincial operations, staffing and activities	Complete
Cardno Sub-Award	605,992	Covering Short Term Technical Assistance	Complete
Cardno Service Contract	910,081	Chief of Party	Complete
ASB Sub-Award	357,175	Disability and inclusion training and capacity building	Complete
MPBI Service Contract	286,920 (budgeted)	Training curriculum review, accreditation and facilitator database - Negotiations continuing as of 31 Dec 2014	Delayed
FPT-PRB Service Contract	158 400 (budgeted)	Promoting role of universities in DRM and DRR - Negotiations continuing as of 31 Dec 2014	Delayed

C. TATTs Socialization

One of the key activities for Quarter 1 was the socialization of the TATTs Program to key stakeholders. This has

included meeting and presenting to the national disaster management agency (BNPB); meeting and presenting to the provincial disaster management agencies (BPBDs); and meeting with consortium partners. In December 2014, meetings were held with Bpk. Wisnu Wijaya, BNPB's Deputy 1, responsible for Prevention and Mitigation, and Bpk. Afrial Rosya, head of programs for BNPB's Training and Education Center. The Chief of Party and National Training Coordinator also visited BPBDs in all targeted provinces, key BPBD staff, local government representatives, and other DRM stakeholders from universities and local NGOs. As a result of this mission, all Heads of BPBD welcomed the TATTs Program and gave a commitment for space within BPBD offices for the embedded TATTs support teams. Formal MoU arrangements will be pursued when teams are mobilized to target provinces. See **Attachment 3** for an overview of the TATTs program socialization and results.

D. Development of TATTs Baseline Instruments

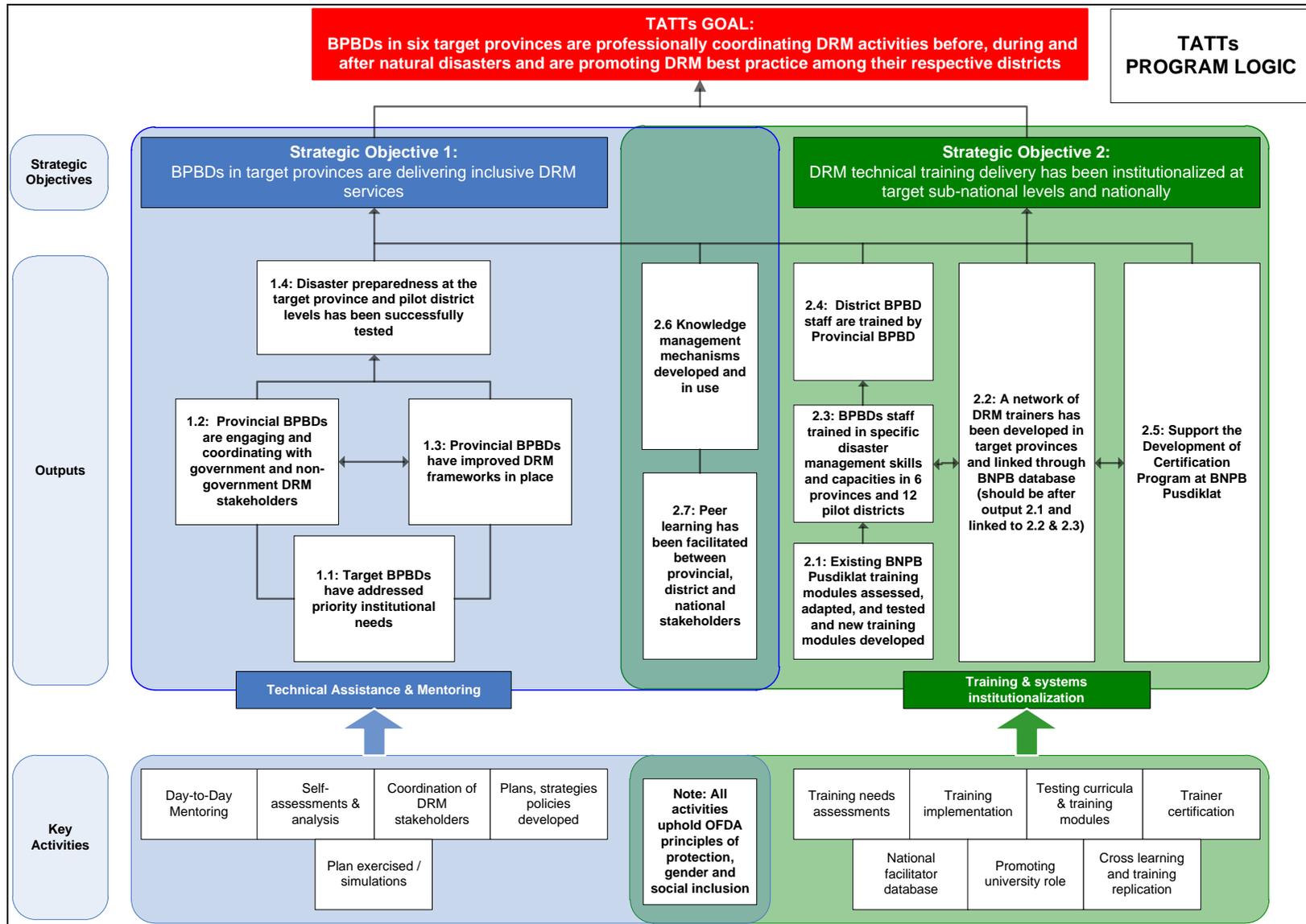
The TATTs baseline was contractually due on 31 December 2014. As a result of the later than expected start of the National Management Team and the need to design robust baseline instruments across very different provinces, the TATTs program sought a two-month extension for submission of the TATTs baseline. A consultant was engaged in December 2014 to develop the baseline instruments. These products included survey questionnaires for provincial and district BPBD, universities, NGOs and DRR Forums, and BNPB at the national level. The surveys relate specifically to baseline performance indicators. See **Attachment 4** for a full-list of TATTs program performance indicators, which will be measured from Quarter 2. In line with the TATTs Monitoring and Evaluation Plan, qualitative organizational development indicators are also an important measure of program progress and will be used to identify advancement in BPBD institutional capacity. In order to achieve improved DRM service delivery, a strong enabling environment is an important balance to DRM technical training. As part of the baseline, focus group discussion questions were developed to measure perceptions concerning the local enabling environment for DRM, BPBD organizational culture and motivations, and BPBD capacities. Training, data collection and analysis for the baseline will be conducted for new TATTs field teams early in Quarter 2.

ACTIVITIES: QUARTER 2

The following matrix outlines priority activities for Quarter 2 (01 January – 31 March 2015):

Strategic Objective	Priority Activities
Program Start-Up	<ul style="list-style-type: none"> - Baseline survey implemented, results analyzed and report submitted to USAID/OFDA by 28 February 2015 - Individual province profiles developed - Field Team recruitment finalized and teams deployed to target provinces - National Steering Committee
Strategic Objective 1	<ul style="list-style-type: none"> - Consortium partner planning workshop - Kick off workshop – national - Kick off workshops – provincial - Provincial stakeholder mapping - Joint program planning and identification of DRM priorities
Strategic Objective 2	<ul style="list-style-type: none"> - Assessment of BNPB training program - Provincial training needs assessments - Selection of 2 pilot districts per province - Identification of potential trainers/facilitators - Initial trainings of Provincial BPBD conducted

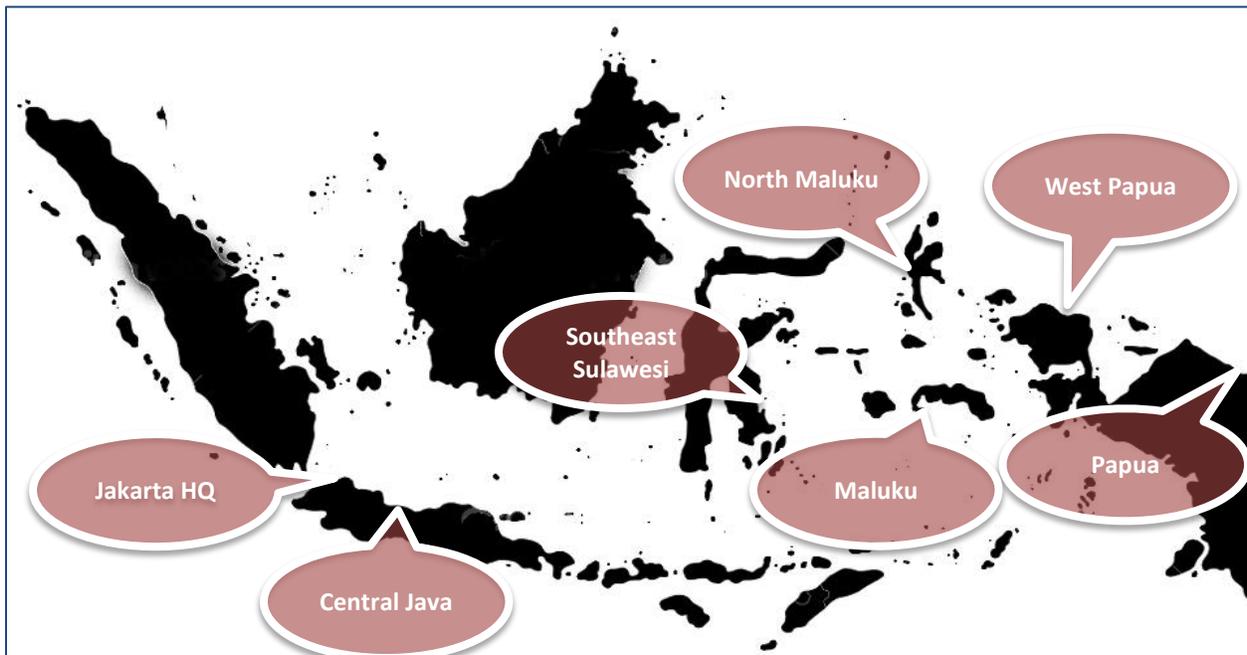
Attachment 1: The TATTs Program Logic Diagram



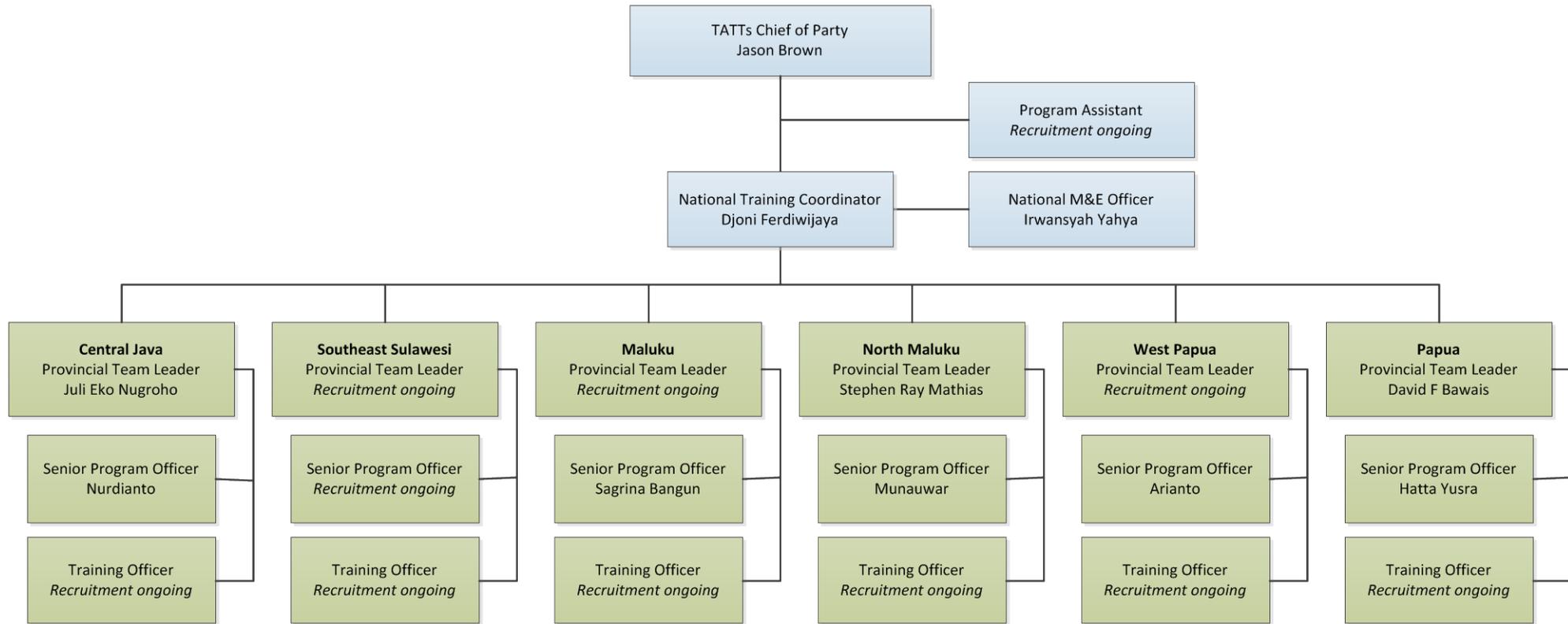
Attachment 2: TATTs Recruitment Process Update (as of 31 December 2014)

Position	Jakarta	Central Java	Southeast Sulawesi	Maluku	North Maluku	West Papua	Papua
Chief of Party	✓						
National Training Coordinator	✓						
National M&E Officer	✓						
National Program Assistant	Still recruiting						
Provincial Team Leader		✓	Still recruiting	Still recruiting	✓	Still recruiting	✓
Provincial Senior Program Officer		✓	Still recruiting	✓	✓	✓	✓
Provincial Training Officer		Still recruiting	Still recruiting	Still recruiting	Still recruiting	Still recruiting	Still recruiting

TATTs Program Locations



TATTs Staffing Chart as of 31 December 2014



Attachment 3: TATs Program Socialization Summary

	Central Java	Southeast Sulawesi	Maluku	North Maluku	West Papua	Papua
Meetings	Head of BPBD; BPBD adviser; Provincial DRR Forum	Head of BPBD; Head of University of Haluoleo Disaster Mitigation Center; NGO network; Head of Parliament – Kendari City Head of BPBD – Konouwe Islands District	Head of BPBD; BPBD secretary; Head of Preparedness Unit.	Head of BPBD; BPBD secretary; Heads of BPBD units; Local NGO; Khairul University Disaster Study Center.	Head of BPBD; BPBD secretary Head of Preparedness Unit; Meeting with DRR Forum Manokwari City; Bappeda.	Head of BPBD; BPBD secretary; Reps of BPBD units; Oxfam; Australia-Indonesian Partnership for Decentralisation (AIPD)
Leadership	Strong leadership	New leadership – 12 months	Strong leadership – female head of BPBD	New leadership – 2 months	Strong leadership	Solid leadership
Planning	DRM Strategic Plan	Limited planning instruments	DRM planning needs review	Existing DM and strategic plans	Plans in place – need review	Limited planning instruments
Budget	Budget allocations (APBD)	Limited budget	Currently adequate funding	Some program funding	New offices and infrastructure – limited operational budget	Limited operational budget
DRM Technical Skills	Good coordination mechanism in place; Medium level skills	Limited DRM knowledge and skills	Limited – training required	Limited – training required	Limited – training required	Limited – training required
Partnerships	Provincial DRR Forum; Links to university study centers, journalists, NGOs	No DRR Forum; Links to university study center; Informal networks with NGOs	Good inter-agency coordination; DRR Forum.	No DRR Forum; informal links to university study center.	No Provincial DRR Forum but strong city forum	Limited
Challenges	Large population; 35 districts; Limited staffing profile (61 staff)	Increasing DRM technical skills; Improving planning and budgeting	Need solid risk assessment; Access and communication to districts and communities	Training skills and institutional support; New capital with difficult access	Poor access to districts; Require SOPs and appropriate equipment for new offices.	Poor access to districts and communities; High operational costs

Attachment 4: TATTs Program Performance Indicators

Quarter 1 focused on start-up activities. The following table outlines the key performance indicators that will be reported against from Quarter 2.

TATTs Key Performance Indicators	Target	Actual
# of people trained in disaster preparedness, mitigation and management (disaggregated by sex, age & disability)	300	0
# of trainings conducted	120	0
# of people passing final exams or receiving certificates (disaggregated by sex, age & disability)	180	0
% of people trained who retain skills and knowledge after two months	80	0
# of hazard risk reduction plans, strategies, policies, disaster preparedness, and contingency plans developed and in place	12	0
# of people participating in discussions regarding national risk reduction strategies as a result of the program (disaggregated by sex, age & disability)	500	0
# of communities and stakeholders involved in the development of plans, policies, and strategies	200	0
National and local risk assessment, hazards data and vulnerability information is available within targeted areas (Y/N)	Y	?
% change in quantitative sections of pre- and post- self-assessments by targeted BPBDs, with corresponding improvement on qualitative sections	70	0
% change in quantitative sections of pre- and post- external assessments of targeted BPBDs	70	0
# of simulations and training exercise carried out by targeted BPBDs with TATTs, followed by learning sessions	48	0
# of people involved in simulations (disaggregated by sex, age & disability)	3,600	0
% of key personnel (disaggregated by sex, age & disability) in each targeted Provincial BPBDs trained as trainers	70	0
% of key personnel (disaggregated by sex, age & disability) in each targeted BPBD has experience training other provincial and district BPBD staff	50	0
# of resource network trainers (disaggregated by sex, age & disability) in each targeted province	10	0
# of objectives from each provincial BPBD self-assessment/planning priorities completed (e.g.: strategic plans, hazard maps, specific trainings, etc.)	3	0
# of trainings implemented by provincial BPBD staff in each targeted district	3	0
# training modules updated and improved or newly developed	20	0
# of people participating in updating & improving training modules (disaggregated by sex, age & disability)	200	0
Stakeholder committees formed in every target province	Y	?
Stakeholder committees meet at least every two months, with at least 50% participation	Y	?
# of participants involved in cross-visits to share learnings and experiences with counterparts in other provinces/districts	30	0
# of meetings held between provincial and district BPBDs	14	0
# of models, documented lessons learned or best practices shared through the university network or other mechanisms	6	0