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PROGRAM REPRESENTASI (PROREP)

PROREP (PROGRAM REPRESENTASI)

**FINAL APPROVED YEAR ONE WORK PLAN (JULY 1, 2011-
SEPTEMBER 20, 2012) WITH NARRATIVE AND GANTT CHART**

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ABBREVIATIONS

BAKN	Badan Akuntabilitas Keuangan Negara (State Finance Accountability Committee of the DPR)
BALEG	Badan Legislatif (Legislation Committee of the DPR)
BURT	Badan Urusan Rumah Tangga (Household Affairs Committee of the DPR)
COP	Chief of Party
CSO	Civil Society Organization
DCOP	Deputy Chief of Party
DPR	Dewan Perwakilan Rakyat (House of Representatives)
DPD	Dewan Perwakilan Daerah (Regional Representative Council)
FGD	Focus Group Discussion
HDP	House Democracy Partnership (of US Congress)
GOI	Government of Indonesia
KAP	Knowledge, Attitude, Practice
KRA	Key Result Area
PIR	Program Intermediate Result
PMP	Performance Management Plan (or Performance Monitoring Plan)
ProRep	Program Representasi
M&E	Monitoring & Evaluation
MP	Member of Parliament
NGO	Non-Governmental Organization
PRC	Policy Research Network
RFA	Request for Applications
RD	Research and Development
RFP	Request for Proposals
RFA	Request for Applications
SAF	Special Activity Fund
SO	Strategic Objective
SOW	Scope of Work
SP	Service Provider
STTA	Short Term Technical Assistance
TA	Technical Assistance
USAID	United States Agency for International Development
USG	United States Government

BACKGROUND

Program Representasi (ProRep)

ProRep, a USAID-funded project managed under contract by Chemonics International, is designed to increase the effectiveness of representative groups and institutions in Indonesia in order to strengthen democracy and good governance in the country. It complements the USAID/Indonesia project, RPP (Representative Parties Program). Together the two projects are intended to achieve USAID/Indonesia's subordinate Intermediate Result of "better informed and more representative legislative and policy-making processes." The projects constitute one element of the current Assistance Agreement between the United States Government (USG) and Government of Indonesia (GOI).

ProRep is designed to address some of the shortcomings of democracy in present-day Indonesia, a country still making uneven progress towards fully-fledged democratization 13 years after the collapse of the authoritarian Soeharto regime. The cornerstone of ProRep is the strengthening of representation, that is, pluralist, democratic representation as opposed to the corporatist representation of the Soeharto era. An important element of this reform-era representation is the effective, multifarious representation of citizens' interests and needs through parliaments and political parties, civil society organizations (CSOs), and quality policy research informing policy debate in the public sphere.

Purpose and Specific Tasks

ProRep focuses on strengthening the representational aspects of three specific sectors: (1) the two national houses of parliament, the *Dewan Perwakilan Rakyat* (DPR), House of Representatives and (to the extent agreed with USAID) the *Dewan Perwakilan Daerah* (DPD), Regional Representative Council; (2) CSOs, particularly those non-profit non-governmental organizations (NGOs) that are membership or constituent based, national in purpose, representative of marginalized groups including women, and engaged in advocacy on key policy issues; and (3) public policy research institutions, including research groups engaged in applied or policy research in universities, research centers and CSOs.

The specific purposes of ProRep are threefold. First, it is to strengthen select CSO and CSO networks by giving them greater legitimacy in terms of having large and definable constituencies, members and stakeholders, by helping them become more informed and constructive advocates, and by encouraging them to find positive ways of working with parliaments, especially the DPR. Second, it is to improve the quality and dissemination of policy research and research on legislation, so that those in both civil society and parliament take a better-informed approach to parliamentary legislation and representation – particularly to the making and implementing of new laws, and the servicing of electoral constituents. Third, it is to meet the needs of the DPR as defined by the DPR itself so that the DPR (and as needed the DPD as well) can improve its national standing through representing its electorate more efficiently and transparently, and in a better-informed manner.

ProRep's Three Components: Progress and Challenges

These are demanding objectives but they are achievable, at least in part. Each of the three fields of activity described above is a field in active process of change and improvement, whatever short-term vicissitudes and setbacks there may be along the way. This process offers many opportunities for positive support and intervention, provided the support and intervention is wanted by those concerned.

In the case of civil society, the transformation during the past decade or so has been striking, though the changes under way are still incomplete. CSOs have grown enormously in number, extent, energy and variety since *reformasi* began, and have acquired plentiful skills and experience in numerous fields of advocacy, ranging from freedom of information to public services and the rights of disadvantaged groups. That said, beyond labor unions and large-scale religious organizations such as Nahdlatul Ulama, few of them have yet to build up well developed and defined membership and constituency bases (a problem they share with many CSOs elsewhere in the world), and relatively few understand and sympathize with the roles and functions of parliament – this despite the fact that many DPR Representatives – including one recent president – come from the civil society sector.

With respect to public policy research, there are a number of research centers, most of them in Jakarta, with policy research ability or potential. These range from those in the government-funded Lembaga Ilmu Pengetahuan Indonesia (LIPI) through established university centers such as Pusat Kajian Ilmu Politik (Puskapol) at the University of Indonesia, to CSOs such as the long-standing Center for Strategic and International Studies (CSIS) and SMERU. But there remain a number of obstacles in the way of public policy research being sufficiently well-funded, well-researched, well-distributed and timely to attract public interest and inform public debate – including debate within the DPR. Moreover the amount of policy research being done on the dynamics and functions of the DPR and on the quality and uses of legislation is still very limited, despite there being a clear need for it.

For its part the DPR has undergone a potentially far-reaching transformation since the later years of President Sukarno and the years of President Soeharto, when parliament served as little more than a compliant instrument of presidential rule. Still, the DPR is widely seen today as having grown into its new role too slowly and too ineffectually. It suffers from a poor public image, and is held in comparatively low esteem, even by the undemanding standards of parliaments worldwide. The relative inexperience of most DPR Representatives, the divided loyalties of DPR staff answerable to the executive, and (in the view of some observers) the relative neglect of local constituencies brought about by the current proportional representation system, have all diminished the effectiveness of the DPR and the quality of its legislation and policy-making.

Proposed Activities

The question facing ProRep – and USAID – has been which aspects of these three clusters of needs can be most effectively addressed? Needs assessments done by ProRep staff and consultants during the first two months of the project – or in the case of the DPR, a more low-key review of likely needs in light of the DPR's own five-

year (2010-2014) Strategic Plan – have highlighted various practical ways in which with USAID’s guidance ProRep can address some of these needs to achieve durable outcomes.

In the case of CSOs, capacity-building in membership and constituency development (using constituency in the civil society rather than the parliamentary sense), in positive advocacy, and in learning to work with the DPR and the media can be provided through technical assistance, training and directed grant-making to help selected CSOs become more accountable to its constituents and better engaged with parliament. To identify key sectors of focus, the ProRep needs assessment has identified several salient topical fields of need, among them greater official budget transparency, better provision of public services, and protection of freedom of information. These are all fields in which existing and prospective laws and practices can be best served by well-informed policy debate and advocacy involving CSOs working alongside research groups and the DPR, and they are all fields in which CSOs are already actively engaged.

In the case of policy research centers, including those in universities and CSOs, steps can be taken to overcome current shortcomings in the quality, distribution and efficient use of relevant policy research. ProRep proposes to do this in various ways. It will support quick-start research projects to address immediate issues of public interest so as to spark public and DPR interest, and complement these with long-term research projects. These long-term projects are likely to address aspects of the same salient topics as are to be the focus of ProRep’s work with CSOs, as well as research topics relating to the DPR. Research topics relating to the DPR are expected to focus on the DPR’s functions, mechanisms, constituency relations and legislative performance.

A core group of Policy Research Partners will be identified, so that capacity-building efforts can be concentrated not dissipated. Policy Research Partners will receive research grants as well as training and technical assistance, including expert support from ProRep’s key partner Urban Institute. The aim will be to enhance quality assurance standards, peer review processes, and the use of key informants from policy circles including the DPR, and also to help with better dissemination of research products. Steps will be taken to bring research groups together with CSOs and interested DPR Members and bodies so that policy research can be well-informed, relevant, and usable.

In the case of the DPR and possibly the DPD, capacity-building support and advice will be provided as requested, and within the terms of the DPR’s own Strategic Plan. The precise forms of this support and advice will depend on how, in due course, the DPR leadership including the Speaker and the Secretary General decide to engage with ProRep. If as seems possible the Speaker visits the US and meets his counterpart there, a logjam may break as a result. At the time of writing however no decision on engagement with ProRep has yet to be formally taken. There are however several bodies within the DPR that have expressed a clear interest in working with ProRep, including the Badan Legislatif (Legislation Committee) and BAKN (State Finance Accountability Committee). There is also a clear interest in and need for improving relations between DPR Members and their local constituents, partly through the development of well-managed, well-resourced constituency offices. Part of the

resourcing of constituency offices can be done with help from research centers and CSOs.

YEAR 1 WORK PLAN NARRATIVE

The following are comments and notes on the Work Plan Gantt chart in the section immediately following this work plan narrative.

One general step mentioned briefly in each component of the gantt chart (and more fully in the component 2 section of the work plan, since it will play a particularly significant role for that Results Area) is the creation of a ProRep Advisory Panel of nine or ten noted specialists in ProRep's three main areas of work – three or four Advisors for each component. The Panel, to be identified and worked with informally in consultation with USAID, will serve to advise ProRep specialist staff and also, when appropriate, to give advice and assistance to the ProRep grant-making process, for example by serving as voting or non-voting members of ProRep grant review committees.

Component 1: Representational capacity of membership-and constituency-based CSOs strengthened

The representational capacity of CSOs, particularly advocacy CSOs, depends on the defined extent of their membership, constituencies and stakeholders; how the CSOs advocate for these members' and constituents' interests; how often and how effectively the CSOs engage with legislators and policy-makers; and how effectively the CSOs are in using different media to promote their advocacy concerns.

Under the terms of its contract ProRep is charged with improving the representative capacity of 16 to 20 CSOs, making 10 to 14 grants over five years and offering various forms of training and technical assistance (TA) to do so. Given the fact that there will be at least \$1.7 million over five years for these grants, and probably more (since grants are to be made from ProRep's special activities fund, SAF, as well), one question is whether making 10 to 14 grants in total will not result in grants being too large for the purposes required, and whether it would not be more effective to make a greater number of smaller grants. This is something that ProRep has discussed with USAID and agree to review further towards the end of ProRep Year 1.

Meanwhile to clarify and reduce somewhat the range of potential CSO partners ProRep will work with, the initial ProRep needs assessment of CSOs undertaken in July 2011 identified several salient topics of immediate interest to leading advocacy CSOs and CSO coalitions, as well as to the Indonesian public at large. These are all topics of national importance, all of them the subject of key national legislation and policy reform, and all of them having important implications for Indonesia's disadvantaged and marginalized communities. As subsequently agreed with USAID, the topics identified as being suitable for ProRep to focus on are (a) budget transparency, especially with regard to the national budget, and (b) freedom of information. A third topic, migrant labor, was identified as a salient and topical issue that could be considered for further ProRep engagement during the course of Year 1, depending on other developments.

In Year 1 ProRep Component 1 will select CSOs and CSO coalitions and networks working on these topics for grant, training and technical assistance (TA) support. Training and TA will focus on improving these CSOs' membership and stakeholder

frameworks, and their positive advocacy skills, including their understanding of and ability to engage with parliament, especially the DPR, and the media. As with Components 2 and 3 various specific steps will be taken to ensure the maximum dovetailing and synergy between Component 1 and the other ProRep components.

The following narrative comments on the Gantt chart entries for Component 1 item by item.

KRA 1.1: CSO membership, constituencies, and networks significantly expanded.

Memberships, constituencies, and networks are vital in representational aspects of public policy advocacy by CSOs. Advocacy CSOs without specific communities to represent and without networks to collaborate with cannot truly justify their advocacy. The people they represent can be their own members and/or constituents suffering from the effects of policies which CSOs are advocating to change. ProRep plans to assist its partner CSOs in strengthening and expanding their membership, constituencies, and networks in the following ways.

Activity 1.1.1: Hold introductory meeting with potential CSO partners

To provide effective and well-targeted assistance to its partner CSOs, ProRep plans to convene a meeting with the main CSOs and CSO coalitions working on ProRep's two key topic areas (budget transparency and freedom of information). The meeting, to be held in Jakarta in September 2011, will be assisted by two professional facilitators. The meeting is expected to result in maps or sets of data outlining CSOs initiatives in the two key issues, and the capacity-building and project-related needs of the CSOs working on them. (This activity will span KRA 1.1., 1.2., and 1.3.)

Result: Potential CSO partners' needs and resources clarified.

Collaborators and resources: CSOs and CSO coalitions advocating for budget transparency and freedom of information; two facilitators. SAF funding, coordinated by CSO Specialist Yoenarsih Nazar in collaboration with other ProRep Grant Team and technical Specialists.

Activity 1.1.2: Develop CSOs advocacy competency map

To help its prospective CSO partners strengthen their representational capacity, ProRep will conduct a detailed assessment of their skills, knowledge and capacity with respect to (a) membership and constituency development, (b) positive advocacy skills, including their ability to engage with Government (including the DPR) and media. The assessment, which will build on the ProRep needs assessment of July 2011 and the CSO partners' meeting in September, will be done through a KAP (knowledge, attitudes and practices) survey. The survey will be conducted by a contracted service provider (SP), and the result will be used as the basis for determining in detail (in consultation with CSO leaders) the capacity-building needs of potential CSO partners.

Result: Partner CSOs to have a detailed picture of their membership, advocacy, media, and DPR-related attitudes, knowledge and needs.

Collaborators and resources: An experienced SP; CSOs coalitions advocating for budget transparency and freedom of information. SAF funding, coordinated by CSO Specialist Yoenarsih Nazar in collaboration with other ProRep Grant Team and technical Specialists.

Activity 1.1.3: Contract service providers to provide a series of training/TA on membership, stakeholder and constituency development

Based on the needs identified in the KAP survey, ProRep will contract at least two or three SPs to provide needed capacity-building training. Overall the SPs will provide five training modules, on: i) membership, stakeholder, and constituency building and network development; ii) developing strategic advocacy plans for positive advocacy; iii) CSO engagement with the DPR; iv) understanding the DPR, and v) using media for advocacy. Activity 1.1.3. relates to training module i. (Training modules ii, iii, iv and v are dealt with under KRA 1.2 and KRA 1.3.)

For 1.1.3. the SPs will design and develop training modules and deliver training on how to build effective membership, stakeholder and constituency structures and how to develop strong, representative networks. Technical assistance (TA) will also be provided one-on-one or to small groups at the time of the training workshops or later, according to identified need. The main substance of the training and TA will be clarification of basic terms such as member, constituent, and stakeholder, and discussion of how to strengthen these three cornerstones of CSO legitimacy, drawing on existing examples and case studies, including the experiences of membership-based CSOs such as AMAN, Nahdlatul Ulama, and labor unions. Resource persons from such organizations will be invited to be involved, and following the initial training module its effectiveness will be assessed with a view to arrange further modules on the same issue later in Year 1 or in Year 2.

Result: A number of advocacy CSOs to be trained on membership and constituency building. More generally, this and the other four proposed training modules will result in a set of training modules on membership, advocacy and DPR engagement, periodically updated, that will be available as a ProRep legacy for future reference by other CSOs.

Collaborators and resources: Two to three local SPs with experience of strengthening CSOs through membership and stakeholder development to deliver the training, facilitate the workshops, and provide longer-term mentoring and advice to CSO partners. Seven to ten CSOs that are members of advocacy coalitions expected to take part. SAF funding, coordinated by the CSO Specialist in collaboration with the Public Policy Specialist Agus Loekman and other members of the ProRep technical team.

Activity 1.1.4: Provide grants to CSOs working on key topic areas that will strengthen membership and constituencies and improve positive advocacy skills.

The result of the 1.1.3 training, and of training given with training modules ii to v, will only be meaningful if it is applied in a real situation. With this in mind ProRep will provide grants to selected CSOs participating in 1.1.3 and in other module-based

training workshops so as to give them the opportunity to put knowledge gained into practice. Through the grants, given to CSOs working in the two key topic areas, the CSO grantees are expected to identify, increase, and strengthen their membership, stakeholders and constituents while developing more strategic advocacy plans that will result in them engaging better with media and Government including the DPR.

ProRep will issue an RFA inviting CSOs to submit grant proposals that will be reviewed by a grant selection committee. At least five to seven grants will, it is hoped, be awarded in all for activities relating to key topics and with an emphasis on membership- and constituency-building and positive advocacy, with the expectation that further grants will be awarded for activities in these same fields in Years 2 and 3. The total value of the first cycle of grants will not exceed \$450,000.

The grantees selected will be provided with grants and financial management training to ensure compliance to USAID's grants management regulation. Training will also include gender mainstreaming and M&E components. (This activity will span KRA 1.1., 1.2., and 1.3.)

Result: Members and constituents of CSO grantees enlarged and strengthened through grant-funded project and capacity-building initiatives.

Collaborators and resources: 5-7 CSOs. Grant funds administered with technical and administrative support from the CSO Specialist, the Public Policy Specialist, and the Grant Team.

KRA 1.2: Partner CSOs engage more frequently and effectively with legislators and policy makers

Despite their advocacy successes, it remains a challenge for Indonesian advocacy CSOs to represent their constituents' concerns to Government including the DPR, and to engage Government and especially Members of the DPR in an effective, positive way. Under this KRA, the challenge is approached from three angles: a) from the way CSOs develop their advocacy plans; b) from the way they engage with the DPR; and c) from their knowledge of the internal workings of the DPR. The activities in this KRA focus therefore on providing a series of training workshops for CSOs on (a) advocacy strategy development, (b) CSO-DPR engagement, and (c) understanding the workings of the DPR. This KRA also provides for CSOs and DPR Members to find opportunities to interact and engage with each other, and for CSOs to learn more first hand about DPR mechanisms.

Activity 1.2.1: Contract SP to carry out PACSA (participatory advocacy capacity and strategy assessment) workshops

Through a facilitated workshop, ProRep will provide capacity-building assistance to CSOs involved in advocating on ProRep's two key issues, with particular reference to positive, strategically-defined advocacy that includes engaging with Government and the DPR. The workshop will use the PACSA tool used to good effect by USAID-Chemonics' CSSP (Civil Society Support and Strengthening Program) and in other settings during the past decade or so. The workshop will help CSO participants assess their advocacy capacity and strategy in a participatory manner. They will be

introduced to the steps taken to assess their own advocacy capacity, the questions to ask in doing the assessment, the instrument to use, and the way to plan their advocacy in a more strategic fashion. This exercise will follow on the KAP survey by building on the KAP survey results. The PACSA developed by CSSP will be adjusted and brought up to date, and a SP will be identified to facilitate the whole PACSA process.

Results: a refined design of PACSA, and improved strategic advocacy plans for CSO partners.

Collaborators and resources: an SP and ProRep's CSO and CSO coalition partners. SAF funding, coordinated by CSO Specialist Yoenarsih Nazar in collaboration with other ProRep Grant Team and technical Specialists.

Activity 1.2.2: Contract SP to provide training, TA and mentoring to key CSOs on strategic advocacy planning and engagement with the DPR

The CSO needs assessment done in July 2011 found that many CSOs still lack strategic focus. Many of them find it hard to prioritize their activities and programs. The assessment also found that if they do engage the DPR, CSOs often do so more at the personal level than institutionally. In addition many CSOs lack access to, and an insider's understanding of, the DPR system and the realities of the Indonesian legislative process.

For CSO partners to improve the way they represent the concerns of their members and constituents to the DPR, ProRep will provide training on three key issues: how to undertake in-depth strategic advocacy planning, building on the achievements of the PACSA training mentioned above (ProRep training module ii); how to engage the DPR more effectively and by what means (training module iii); and how to get a better understanding of how the DPR works. This last will involve introducing the internal mechanisms of the DPR – a kind of 'DPR 101' or 'Legislature School' for CSOs (training module iv). ProRep will contract two to three SPs to deliver these training modules. The training on strategic advocacy will deepen the training on advocacy provided under 1.1.1. with PACSA; the other two modules will provide training ab initio.

Follow-on training, TA and mentoring on a continual basis will be provided to CSOs trained under the above activity.

Result: CSO partners with informed advocacy strategies and a better understanding of the DPR and how to work with it in a systematic way.

Collaborators and resources: Two to three CSOs serving as SPs; coalition members of partner CSO grantees as trainees. SAF funding, coordinated by the CSO Specialist, with the Parliamentary Specialist and the M&E Specialist.

Activity 1.2.3: Provide forums for CSOs and MPs to meet and interact on key topic areas

Apart from providing grants to CSOs so that they can work on the two topic areas with better planned, more constructive advocacy and engagement with the DPR,

ProRep will also promote improved engagement of CSOs with the DPR in other ways as well. With this in mind, ProRep staff will organize or facilitate forums to foster interaction between CSOs coalitions working on key topics and interested DPR Members, as well as periodical meetings involving CSOs, DPR Members, other Government officials and researchers from policy research centers supported under ProRep Component 2. The meetings will be to discuss current issues of public concern, with the emphasis on ProRep's two key topics, and to promote cross-learning and experience-sharing. Another activity to be explored will be support for CSO participation in the strengthening of DPR Members' constituency relations, as provided for under Component 3 (see below, 3.1.1., 3.1.2.).

Result: CSO-DPR interactions multiply.

Collaborators and resources: CSO leaders, researchers for policy research centers, selected DPR Members. ProRep CSO Specialist, Parliamentary Specialist, Public Policy Specialist, Grants Management Team.

Activity 1.2.4: Support site visits on advocacy issues by CSOs and DPR Members

Advocacy cases are often discussed in formal meetings, including during legislation proceedings and in public hearings (Rapat Dengar Pendapat Umum, RPDU). But these formal visits lack the impact of first-hand experience visiting institutions. First-hand experience and site visits add depth to CSOs' and DPR Members' shared understanding of advocacy issues. ProRep plans to encourage interested DPR Members and CSOs to make site visits to explore advocacy issues relating to ProRep's key topics, if possible in locations where ProRep is supporting better DPR constituency relations.

Result: Better shared understanding of key advocacy issues by CSOs and DPR Members, including DPR Members seeking to improve their constituency relations.

Collaborators and resources: Selected DPR Members, CSOs. ProRep CSO Specialist, Parliamentary Specialist, Public Policy Specialist.

KRA 1.3: Partner CSOs more frequently use media for advocacy and outreach

For membership-based advocacy CSOs seeking to engage the DPR, using media has a two-fold outcome. It raises public awareness and so brings about the active support of more CSO constituents; and it draws the attention of DPR Members to the issue being advocated. That said, the choice of media and the style and content of the media coverage can have a critical impact on outcomes, positive or negative, especially as far as the DPR is concerned. Considered, well-planned use of media outlets is essential. Activities planned under this KRA are designed to meet these concerns.

Activity 1.3.1: Contract SP to provide training and mentoring to CSO partners on using media for advocacy, especially with respect to the DPR

To help CSOs become comfortable with using media for advocacy campaigns and for influencing the DPR, ProRep will support training on the do's and don'ts of using

media for advocacy. This activity (to be based on ProRep training module v) will include sharing survey reports on the effectiveness of using different media for advocacy campaigns, as well as technical know-how relating to the selection, use and development of media outlets for advocacy, particularly advocacy relating to the DPR. ProRep will monitoring the outcomes of the training and arrange for follow-on mentoring on a continual basis as well as meeting emergent needs.

Result: Media plans and media knowledge become part of CSO's advocacy strategy, particularly with regard to the DPR.

Collaborators and resources: CSO grantee partners. ProRep CSO Specialist, Parliamentary Specialist, Public Policy Specialist, Communications Specialist.

Activity 1.3.2: Provide additional support for CSOs grantees that have media outreach component in their grants

To ensure that CSOs' use of media takes a variety of forms, ProRep will arrange periodical meetings between CSOs and decision-makers & creative divisions of the media industry to explore possible areas of collaboration. This initiative will also be integrated with Components 2 and 3, to provide more opportunities for all ProRep partners for the three components to share ideas on how to use media more effectively.

Result: Richer forms and more effective use of media by 5-7 CSO grantees.

Collaborators and resources: CSO grantees, decision makers and creative departments in media industry. ProRep CSO Specialist, Parliamentary Specialist, Public Policy Specialist, Communications Specialist, and SAF Manager.

Component 2: Research institutions' capacity to conduct and disseminate policy research on key policy and governance issues strengthened

In today's Indonesia the policy research sector has both strengths and weaknesses, in terms of both the enabling environment and the level of demand for policy research, particularly in the DPR.

There are a number of active policy research centers in Jakarta and elsewhere, and a cadre of research staff within the DPR. That said the quality and relevance of much of the research done is questionable. Indonesia currently spends 0.06% of its GDP on research and development, less than other countries in the region, and in a telling reflection of current conditions the main government center for policy research, LIPI, seems to have difficulty maintaining its standards and relevance.

As far as the DPR is concerned – and a main focus of ProRep Component 2 is to improve policy research not just as an end in itself, but also to serve the needs of the DPR– the ProRep needs assessment of Component 2 found that the DPR seems somewhat indifferent to the opportunities offered by good, independent sources of policy research.

The ProRep needs assessment also found that few policy researchers engage in rigorous analysis of Government policies, either as formulated or as implemented – knowledge arguably essential to the DPR's oversight functions. It is evident, moreover, from both the ProRep needs assessment and AusAID-sponsored studies that Indonesian research institutions face a number of barriers to entry into the policy-making knowledge market. These include the quality of the available human capital; competitive disadvantages caused by the enabling environment; organizational funding constraints; a mismatch between research products and policymaker demand; and obstacles in the way of research findings reaching their target audiences. As a result, the critical mass needed to influence policy and generate the demand for quality research has not been achieved.

One further issue is that Indonesian policy research centers lack the means to formulate and communicate research systematically and in response to defined needs. Instead, such research products as reach users in parliament and elsewhere seem to do so in a haphazard fashion, often when users' interests happen to coincide with research being done, rather than in a more structured, planned manner.

The focus of ProRep's activities in this sector will, therefore, be on creating a steering group of well-qualified specialists to oversee the provision of capacity building support to a small group of carefully selected policy research centers. The aim will be to improve the quality of research, management and outreach of this small number of these centers, and partly through building synergies with ProRep Components 2 and 3 to build more systematic links between these centers, civil society groups and the DPR.

One immediate issue here is, again, to do with numbers. ProRep's contract provides for ProRep to build capacity in 15 to 20 'universities, think tanks and CSOs'; but given ProRep's budget this number is, in our view, unrealistically large. Past experience suggests that to build significantly the capacity of just one or two think

tanks or research centers takes more time, money and concentrated attention than the ProRep contract currently allows for. We look forward to discussing this further with USAID, and to exploring ways of achieving more narrowly-defined and thus more solid outcomes.

Capacity will be built partly in the form of mentored grant support, which will be given in two forms: (a) for quick-start, high-profile short grants on pressing public policy issues, including the DPR itself, and (b) for longer-term grants on these public policy issues as well as on aspects of the DPR – its legislative functions and record, its structure, and its implementation to date of its own strategic plan for reform. The public policy issues will mainly relate to the key topics identified by the needs assessment for Component 1, namely budget transparency, public services and (perhaps) freedom of information.

The following narrative complements the Gantt chart entries for Component 2 item by item.

KRA 2.1 & KRA 2.2: Research institutions' effectiveness and policy research capabilities improved; quality, volume, and dissemination of research institutions' policy research increased

Initiatives and outcomes relating to KRA 2.1 and 2.2 are closely interconnected, and presented here as a single set of activities.

Activity 2.1.1/2.2.1: Assess needs and appoint Advisors

The Component 2 needs assessment, conducted in July 2011, examined potential project beneficiaries, reviewed policy research supply and demand, determined the capacity for policy research of think tanks and other research institutions, and identified candidate Advisors and beneficiaries for project activities.

In August-September 2011 component 2 Advisors will be drawn up and Advisors appointed to provide ProRep with external, independent advice on Component 2 initiatives. This advice will be designed to help ProRep improve the effectiveness and policy research capabilities of key research institutions. Among other things the Advisors, three or four in number, will:

- Identify strategic approaches to increasing the use of policy research by legislators, public officials, CSOs, media and others;
- Assist in the peer review or advise on suitable peer reviewers for research proposals put to ProRep for support, and for research results arising from ProRep grant support;
- Advise on research methodologies and ethics, the soundness of data used by researchers and the validity of the conclusions they reach; and
- Advise on the development of ProRep's Policy Research Network, which will consist of ProRep's QSTaR grantees and will promote peer-to-peer learning forums and otherwise be the focus of ProRep's component 2 capacity-building initiatives.

Results: Needs assessment report done, Advisory Panel established.

Collaborators and resources: Public Policy Specialist, UI (Urban Institute) consultants Charles Cadwell and Melanie Peyser, UI ProRep Operational Funds.

Activity 2.1.2/2.2.2: Select and award Quick Start Research grants and provide grantees training

To improve selected Indonesian research institutions' capacity to undertake and disseminate quality policy research, ProRep proposes to make two sets of grants in Year 1, an initial set of short-term (4-month) grants followed by a set of longer-term (2-year) grants. The grants will be made to a select group of research institutions, and accompanied by carefully defined capacity-building support that will focus on both academic and institutional skills.

Under 2.1.2 an RFA for short-term grants will be issued to qualified research institutions in September 2011, and will be followed by a grant selection process that results in the award of ten Quick Start Research (QStAR) grants, each of them valued at \$25,000 and of four months' duration. At least two of the grants will be for studies on aspects of the DPR, its mechanisms, functions or performance, and so will interconnect with KRA 3. The research grants will be designed in part to give profile to important aspects of ProRep's key policy topics. They will also provide a vehicle for ProRep to start building up a core group of qualified, interconnected research institutions, to be known as its Policy Research Network. QStAR grantees will ipso facto become the founding members of the Policy Research Network.

Proposals for QStAR grants will have to include plans for disseminating research findings. Once data collection and initial analysis is completed, grantees will present their findings to DPR Members and staff for their comments. They will do the same when the research projects are completed.

ProRep envisages QStAR grants serving to establish early credibility and cachet for policy research. Once finalized, each QStAR grant report will be disseminated to prospective stakeholders (including DPR Members, commission, caucuses, researchers and other staff) as a first step towards demonstrating how useful quality research can be for DPR Members weighing policy options.

After awarding the grants, ProRep will provide members of the Policy Research Network with a combination of basic training on grant and financial management and M&E, and a 'Policy Fellows' research training program that will upgrade applied research skills. This Policy Fellows program, a speciality of ProRep subcontractor Urban Institute, will consist of a two-day training workshop or workshops taught by qualified specialists. Among subjects taught may be: research standards, ethics, gender analysis, action research models, stakeholder analysis, data, policy and cost-benefit analyses, how to make policy recommendations, and research communication and dissemination skills. Other topics (for example, aspects of research methodology) which have either been identified as gaps in the policy research community or of particular concern because they hinder the quality of research quality or the influence of the institution doing the research may also be addressed.

Result: Ten QStAR grants made, each of a maximum of \$25,000, with related training to grantees. ProRep Policy Research Network established.

Collaborators and resources: Public Policy Specialist, Grant Team, SPs and UI consultants, ProRep Grant Funds and Operational Funds.

Activity 2.1.3/2.2.3: Select and award long-term research grantees and provide training

At the end of the four-month QStAR grant period, support for improving the effectiveness and policy research capabilities of selected research institutions will be provided by means of a tranche of six long-term research grants. Following an RFA distributed to members of the Policy Research Network, ProRep will select six research organizations for long-term grants each valued at up to \$120,000 and of two years' duration. The grants will be to meet costs associated with substantial policy research projects, including those relating to building research skills and organizational capacity.

Applicants will be asked to have demonstrable policy research capacity; a core research staff with graduate-level qualifications; interests – and preferably a track record – in ProRep priority topics; and a willingness to take part in other ProRep activities, including peer reviews and research quality standard-setting. They will have to submit detailed research proposals resulting in prospective publications meeting international research standards. Their research project, which may be in response to a request by DPR Members, should contribute to the body of policy research available to and useful to the DPR. It should:

- Focus on a ProRep key policy topic;
- Be national in scope.
- Responding to the demonstrable interest of at least one parliamentary commission, caucus, department, or group of DPR Members representing a range of political interests;
- Be realistically accomplishable within the grant period;
- Timed well with respect to relevant policy-making timetables and other key events such as national elections;
- Be provided with an effective dissemination and outreach plan;
- Have a sound research design;
- Be provided with a peer review process, a research quality assurance plan (re human subjects, ethics, privacy), and a data collection plan;
- Be ready to be carried out by a qualified research team;
- Be equipped with a funding plan to meet all necessary requirements.

These long-term grantees will be designated ProRep's 'Core Research Partners'. Grantees will be selected by a grant selection committee including voting or non-voting members of the Component 2 Advisory Panel. Core Research Partners will be provided with a range of training interventions, including training (if needed on grant and financial management and M&E), and a Policy Fellows research training program comparable to or building on the one conducted for the QStAR grantees.

This more advanced training program will be preceded by consultations and assessments of organizational and research needs. Training topics may include: training on topic-specific research, proposal development, quality control, institutional governance, including board governance, and staff training.

Policy Research Network members that do not become Core Research Partners will be invited to participate in other ProRep activities, including training workshops and a proposed annual research conference. They will also be eligible to become Core Research Partners in Year 3, when (if ProRep's contract is extended) they may be able to apply for a second tranche of long-term research grants.

Result: 6 (six) long-term research grantees selected and grants made.

Collaborators and resources: Public Policy Specialist; ProRep Advisors; UI consultants, ProRep operational funds.

KRA 2.3: Research institutions's research more relevant to, and having more influence on, legislative policymaking

Activity 2.3.1: Establish credibility and relevance of policy research and analysis (thus creating demand for research from the DPR)

ProRep will convene consultative forums to inform research activities and to increase dialogue and collaboration among DPR Members, CSOs, and researchers. These will include policy forums organized by ProRep research grantees. The forums will involve DPR Members and focus on priority research topics in order to build ongoing relationships, identify further timely policy issues for research, and increase dialogue between key parliamentarians and other stakeholders.

Result: ProRep-funded policy research findings accepted and requested by DPR Members.

Collaborators and resources: ProRep Specialists, ProRep Operational Funds.

Activity 2.3.2: Train the DPR on the use and procurement of independent policy research & analysis

In cooperation with the ProRep Parliamentary Specialist, and after interaction with selected DPR members and staff, ProRep may convene a focus group to discuss the utility of independent policy research. ProRep or a ProRep consultant may then if appropriate produce a short (10-15 page) user-friendly guide for DPR commissions, caucuses, Members and staff on working with the knowledge sector and existing policy research providers. The guide would assist institutional and individual actors in knowing more about the research and analysis (R&A) resources available, and how to tap into them.

Result: User friendly guide on working with the knowledge sector published and disseminated for use by DPR Members and others (optional, depending on circumstances).

Collaborators and resources: ProRep Specialists, SAF for SP or ProRep Operational Funds.

Activity 2.3.3: Engage DPR MPs, staff, and researchers in designing and informing policy-relevant R&A

In cooperation with the Parliamentary Specialist, Component 2 will identify opportunities to engage DPR MPs, staff, and researchers in contributing ideas for research topics; serving as key informants during research project design; and providing expert comments on research findings. ProRep will facilitate dialogue between external researchers, DPR Members, and staff so as to provide the researchers with insider knowledge and context. To take a possible example, researchers working on a projects related to the budget process will be encouraged to refine their research design, methodology, and instruments by consulting DPR expert staff or research staff. Once data has been collected and analyzed, DPR Members, expert staff, and others will be asked to provide additional context where a lack of understanding might otherwise lead to incorrect assumptions or findings that could undermine the validity of the research product.

As noted earlier, ProRep will organize a workshop session as part of the Quick Start Research grants (QStaR) design process at which MPs, staff and researchers will serve as key informants and comment on prospective research topics and designs. As well, QStaR grantees will be asked to present their findings to DPR Members and staff for their comments both during and after their research project. A similar process will apply to long-term research grant projects.

Result: DPR Members and staff actively engaged in policy-relevant research to ensure its relevance and accuracy.

Collaborators and resources: ProRep Specialists, operational funds.

Activity 2.3.4: Expose DPR Members and staff to USAID-funded policy research & analysis

ProRep will ensure that the research results of its QStaR grants and long-term research grants are presented and distributed to all those interested, with comments and recommendations taken and integrated into the final versions of the research reports.

To promote improved policy research quality through peer review and to showcase knowledge sector products and capabilities, ProRep will join its Core Research Partners and PRN partners to organize an Annual Policy Research Conference and Exposition. ProRep-funded research and other vetted research projects and panel discussions will be hosted during a one-day conference in Jakarta; and university-based research centers, think tanks and CSOs from around Indonesia will be invited to present their work at a poster fair and exposition. Core Research Partners and PRN partners will be invited to conduct mini-workshops on research methods and give short policy presentations for general audiences. The expo will offer opportunities for one-on-one dialogue among actors on key project topics, and expose DPR Members and research staff to research institutions' capabilities, and the assistance and

knowledge they can provide. It will also give government researchers and graduate students the chance to gain additional skills and exposure to applied research methods and independent research career paths.

Result: DPR Members and research staff enabled to learn about non-DPR research opportunities and practices.

Collaborators and resources: ProRep Specialists, operational funds.

Component 3: More effective, responsive and transparent legislative processes

Year 1 activities for Component 3 are designed to strengthen the major legislative functions of representation, lawmaking, and budget and budget oversight, and to encourage the DPR to re-engage in institutional strengthening.

Activities below support the following ProRep Component 3 Key Result Areas (KRAs):

- 3.1: DPR Members better represent constituent interests;
- 3.2: DPR staff research, analysis and drafting improved;
- 3.3: DPR institutional capacity to do budget analysis and oversight strengthened;
- 3.4: DPR management and procedural reforms adopted and implemented;

Under Component 3 ProRep will (1) focus on a number of clear objectives, and conduct activities to achieve them, and (2) design and present proposed activities as measures that will assist the DPR in achieving the objectives of the DPR Strategic Plan, ‘Strategic Plan of the House of Representatives, Republic of Indonesia, 2010-2014’ adopted one year ago by the DPR. Many of the activities proposed for Year 1 are in response to specific requests received from the DPR.

KRA 3.1: DPR Members more aware and better able to represent constituent interests

3.1.1: Develop tools and services to improve constituency visits

The public, media, and even DPR Members question the effectiveness of the quarterly recess constituency visits that DPR Members currently undertake. In most cases the visits consist of little more than DPR Members funding charities, making financial donations, and sponsoring groups in their constituencies. In fact constituency visits should expose DPR Members to problems and issues that the DPR could address at the national level, but this rarely occurs. This pilot assistance program is designed to improve the information flow and interaction between constituents and Representatives during Member recess visit to the constituencies, and to help Members make better use of information they receive during these visits to shape policies in Jakarta.

ProRep will work with a pilot group of MPs and assist them in evaluating the effectiveness of constituency visits, learn what constituents wish these visits to accomplish, identify the gaps, and formulate a system to make constituent visits more responsive to constituent needs. The project will also assist MPs in communicating with relevant media to inform the public (especially constituents) of the results of their visits, describe visit findings, and notify constituents of the MPs’ commitments to follow-up with specific actions. ProRep will also assist MPs with techniques on effective report-writing, helping DPR Members produce a clear record of their activities during constituency visits and of issues uncovered.

The pilot program will be conducted through two to four constituency visit cycles in order to allow ProRep to gather adequate information to formulate a model

Constituency Visit Guide Kit. ProRep will appoint a sub-contractor or grantee to carry out this project.

Result: Constituency Visit Guide Kit for DPR Members, incorporating a visit checklist, a guide to working with local media and dealing with constituency issues, a format and guidance for a constituency visit reports etc.

Collaborators and resources: ProRep Parliamentary Specialist; sub-contractor, most likely Indonesian Parliamentary Centre (IPC).

3.1.2: Constituency Database

DPR Members' weak ties to and poor understanding of the constituencies they represent are two factors behind the disconnect between DPR Members and constituents. Current DPR statistics indicate that two-thirds of the 560 DPR Members are residents of Jakarta and West Java – many residing far from their constituencies. A significant number of MPs represent regions in which they have no emotional, cultural, family or career ties, and these MPs tend to lack basic information about the people and regions they represent. This activity is designed to help MPs overcome the shortcoming faced by a majority of DPR Members – a lack of knowledge of their own constituencies - which diminishes their ability to address problems and needs of their constituents.

ProRep will initially work with a pilot team of three to five MPs, focusing especially on those with few connections to the constituencies they represent. A sub-contractor or grantee will collect and present in a user-friendly format constituency-specific information on issues such as unemployment, major employers and employment sectors, hospital and health care facilities (or lack of them), school conditions, education costs, universities and active CSOs, etc. The contractor or grantee will follow up with regular information updates while training MPs' staff to maintain and further develop the constituency database after the end of the program. The Constituency Data Base will become a component of the model Constituency Office Program to be initiated during ProRep Year 2.

Related program components will likely include the sub-contractor/grantee assisting MPs in setting up blogs and other social media accounts to monitor their constituents' social dynamics as well as respond and interact with their constituencies. To help citizens understand DPR efforts and how their DPR Members are seeking to better understand their needs, and to encourage additional DPR Members to participate, ProRep will work with participating Members to conduct a media event in which MPs are able to share information about this program and what they are learning about their constituencies.

With the support of 10-15 satisfied MPs, this program may be proposed for formally adoption and funding by the DPR budget in the future.

Result: Constituency Information Package, blogs and social media accounts of participating MPs activated, MPs' personal staff trained to update the information and the social media accounts.

Collaborators and resources: Sub-contractor/grantee such as Puskapol UI.

3.1.3: Conduct exploratory meetings with DPD Speaker and Deputy Speakers

While DPR progress on constituency offices has stalled, Indonesia's upper house, the DPD, has made good progress on strengthening ties with constituents. ProRep will meet with the Speaker and Deputy Speakers of the DPD to learn how DPD experience might be relevant to DPR efforts to better connect with constituents, and to explore possible ProRep support to the DPD – especially related to representation. Based on the results of these visits, ProRep may establish links between DPR and DPD representation-related programming, or provide limited assistance to the DPD based on needs.

Result: ProRep will assist the DPR to apply relevant DPD lessons and experience to the DPR's efforts to improve representation of constituencies. Limited assistance to the DPD, if appropriate, will strengthen DPD-constituent links and help the DPD to further enhance responsiveness to constituent concerns.

Collaborators and resources: ProRep Chief of Party, ProRep Parliamentary Specialist, Speaker and Deputy Speakers of the DPD.

KRA 3.2: More informed, efficient, and responsive lawmaking

3.2.1: Advanced Legal Drafting, Research and Analysis Training for BALEG staff

The low productivity in the legislation function of the DPR can be partially addressed by providing training to BALEG staff in advanced legal drafting, analysis of current laws and regulations which may need to be amended, and research to support deliberation of bills. Training will be conducted regularly throughout the year, with each training program focusing on specific topics. Training will likely be followed by 'hands-on' mentoring, with senior experts spending time assisting DPR experts in their specific tasks. The trainings and mentoring will be organized by a contractor or grantee, most likely PSHK, who will engage senior practitioners to work with BALEG staff.

Result: A series of workshops in Advanced Legal Drafting, Legislation Analysis and Simple Legislation Research, and ongoing 'on-the-job' assistance.

Collaborators and resource: ProRep Specialists; sub-contractor, most likely PSHK.

3.2.2: Feasibility Study on the proposed establishment of a National Legislation Center to support BALEG

In response to a specific request from BALEG for assistance in establishing a National Law Library (providing catalogued Laws, Executive Orders, Presidential Decrees, Ministerial Regulations, Provincial and Municipal Regulations), ProRep will appoint consultants to conduct a feasibility study. The study's findings will be used to help determine whether such an institution needs to be established in the DPR, how much of the information needed already exists and is accessible, and what role ProRep might play in establishing the institution.

Result: Feasibility Report.

Collaborators and resources: ProRep Specialists, legislative specialist consultants.

KRA 3.3: More effective and transparency budgetary analysis and oversight

3.3.1: Assist BAKN in preparing their first Annual Report

BAKN, the newly-established State Finance Accountability Committee, needs to produce its first ever Annual Report, and its Chairperson had indicated that external help will be required to design the scope and format, as well as write the content of this first BAKN Annual Report. ProRep is prepared to assist by (1) providing comparative examples of Public Accounts Committee (PAC) reports from other states; (2) assigning a specialist writer to work with BAKN staff to design the report format, and write the first report.

Result: A good-quality first Annual Report of BAKN produced.

Collaborators and resource: Chemonics Home Office and ProRep Communication Specialist.

3.3.2: Budget Oversight Technique Workshop

It has not been an easy first two years' existence for BAKN. While its nine members are enthusiastic about performing their functions well, lack of clear powers and procedures had been a major obstacle. This having been dealt with, at least temporarily, BAKN is still short of support from within the DPR as well as from external institutions, such as the DPRD at the provincial and the kabupaten/kota levels. A lack of knowledge, techniques and skills on budget oversight on the part of those concerned is the main reason behind this.

BAKN would like to empower DPR members as well as DPRD members with techniques of budget oversight so that it may reach out to regions across Indonesia in its efforts to implement effective budget oversight function.

To help BAKN strengthen its operational capabilities, ProRep will conduct a series of budget oversight technique workshops in partnership with BAKN. BPK will also be invited as one of the resource institutions to provide more detailed knowledge and skill. BAKN will benefit from the outcome of the workshops, a larger base of DPR and DPRD members equipped with sufficient techniques to undertake budget oversight.

ProRep will secure services of local and international STTA for the workshops.

Result: Practical guides on budget oversight and the roles and functions of BAKN/Public Accounts Committee to be disseminated to DPR and DPRD members.

Collaborators and resources: ProRep Specialists, local and international STTA, Badan Pemeriksa Keuangan (BPK or Supreme Audit Office)

3.3.3: Public Accounts Committee Study Visits

The BAKN is the youngest institution within the DPR. Established barely two years ago and consists of only nine members, BAKN is still in the infancy stage. The role of Budget Oversight itself is a new role in the DPR. In order for the BAKN to be able to perform its duties optimally, external support is needed to expedite the learning process.

ProRep plans to facilitate BAKN in acquiring the necessary relevant experience and skills of Public Account Committees of other countries which have impressive track records. BAKN visit and/or inviting foreign counterparts to share their experience and skill in Indonesia may be considered for a program option at this stage.

Result: BAKN members exposed to the proven experience, techniques and skills of other countries' Public Accounts Committee and establishing networks for future cooperations.

Collaborators: International Public Account Committees.

KRA 3.4: DPR management and procedural reforms adopted and implemented

3.4.1: Engage BURT to initiate a task force to ensure implementation of the DPR Strategic Plan

It has been barely a year since the DPR Plenary unanimously passed a resolution adopting a five-year (2008-2013) Strategic Plan for the DPR. However, the Strategic Plan is fast becoming just another document in the DPR archive. All the effort expended to develop objectives, targets, and ideas for strengthening the DPR will be wasted unless the DPR devotes some of its resources to oversee the implementation of the Strategic Plan.

The previous DPR set up a Tim Peningkatan Kinerja (Performance Improvement Team), a task force to oversee the implementation of plans to improve DPR's performance. The team achieved significant success in introducing improvements in the DPR proceedings. ProRep will engage with BURT and offer to help BURT establish a similar task force to ensure the successful implementation of the Strategic Plan and achievement of objectives and targets stated in it. ProRep is prepared to discuss with BURT various forms of support and cooperation which may be required for the task force to operate successfully. Likely forms of assistance include support for retreats and meetings for BURT to discuss re-establishing the task force and methods to ensure implementation of the Strategic Plan, support for task force meetings, consultants to provide specific assistance, etc. We will develop specific activities as we engage with BURT.

Result: BURT agrees to setup a task force to oversee the implementation of the Strategic Plan, and ProRep or USAID and BURT sign an MOU to support the operations of the task force.

Collaborators and resources: ProRep Parliamentary Specialist for initial communications with BURT. Sub-contractors, consultants may be involved after the task force has been setup.

3.4.2. Study Visits for the Ethics Committee and BURT

Pending the outcome of the meetings with DPR Speaker and Deputy Speakers, in order to reinforce the DPR management and procedural reforms, study visits for the Ethics Committee and the BURT may be required. Exposure to best practices and reform experience of other parliaments may be beneficial to rejuvenate and expedite the reform in DPR.

Result: DPR Ethics Committee and BURT gain new experience and practical knowledge, to expedite reform agenda in DPR.

Collaborators and resources: ProRep Specialists, operational funds/ SAF.

3.4.3 Support bilateral legislative exchanges and other activities as requested by USAID

The US House Democracy Partnership (HDP) is engaged with the DPR as one of its partner parliaments, and would like to work in tandem with ProRep in promoting greater interaction between the two. ProRep is ready to offer assistance from both its Field Office and the Chemonics Home Office to ensure that any legislative exchange program or other, comparable activity is successful and promotes the objectives of the ProRep project. Assistance may include logistical assistance as well as help with arranging meetings apart from those arranged by HDP. In addition, to maintain flexibility and the ability to adapt quickly to unforeseen opportunities, ProRep is ready to undertake other specific activities in this field as requested by USAID.

Result: ProRep logistical support for legislative exchange programs and swift deployment of resources for other opportunities relieves USAID, the US Embassy in Jakarta and the HDP of many logistical responsibilities.

Collaborators: USAID and the US Mission in Indonesia, the House Democracy Partnership in Washington, the ProRep Parliamentary Specialist, Chief of Party and Project Director, and the Chemonics Home Office.

Component 4: Providing timely assistance for special initiatives needed to protect or advance democratic governance

Given the somewhat unpredictable nature of legislative and policymaking processes, and the still formative state of the Indonesian DPR, there are likely to be unusual or unanticipated developments, problems and opportunities that arise during the course of ProRep's work. This much is made clear in the ProRep contract. To help address these developments, problems and opportunities the ProRep contract has built into it a sizeable fund for special activities (SAF), one third of it earmarked for special grants, and the rest for grants, contracts or in-kind assistance. According to the contract the latter are to be used for a range of prospective interventions, including but not confined to support for special studies and surveys, training and TA, fact-finding missions and consultations, and special activities of other USAID programs related to the work of ProRep.

Among emergent issues that may be suitable for SAF funds are research issues that, while important to the knowledge sector and its policy impact, are not currently well understood or targets of reform efforts. Similarly there may emerge from work with the DPR and CSOs opportunities for ProRep to introduce new ideas, a fresh way of thinking, or data that will alter perceptions regarding policy reform. In such cases ProRep could work with USAID support to respond to quickly emerging opportunities and new ideas, applying small sums of money to test a new idea, define an area for longer term effort, or identify champions.

In Year 1 some of ProRep's initiatives are designated as SAF-funded activities and noted as such in the Work Plan (under 'Resources'). Others are expected to arise during the year as unanticipated events and issues come up. ProRep staff are ready to respond to these, as agreed in consultation with USAID, and to take SAF-funded actions as required.

Result: Unusual or unexpected opportunities responded to effectively and in a timely manner.

Collaborators and resources: SAF funds, SAF-funded grantees or contractors, STTA, ProRep Specialists and other staff under the aegis of the Chief of Party.

CRITICAL ASSUMPTIONS

One of the elements of a project context is the constraints that may impede realization of project aims. In ProRep's case these constraints could conceivably include, in no particular order:

- CSOs and research institutions unwilling or unable to accept USAID assistance throughout the life of the project.
- CSOs persistently unwilling to engage the DPR for reasons beyond the control of the project.
- CSO-DPR relations remaining cool or deteriorating for social or political reasons beyond the control of the project.
- Insurmountable obstacles standing in the way of substantial improvement in the capacity of research institutions, such as capable academic staff being distracted by outside consultancies, etc.
- Insurmountable systemic obstacles standing in the way of research institutions offering needed services to the DPR.
- Persistent reluctance on the part of many DPR Members to see the value of quality policy research.
- A lack of commitment to, or understanding of, reform among many DPR Members or among DPR staff.
- A lack of commitment to, or understanding of, the need for accountability and transparency within the DPR.
- Unpredictable effects of large AusAID funding for the knowledge sector.
- DPR members and the DPR Secretariat becoming unwelcoming towards training and technical assistance from US Government sources for reasons beyond the control of the project.
- Constituency visits and constituency office reforms hampered by negative feedback from constituents or ineffectual CSO participation.
- Overly strong interest in the project on the part of the DPD overshadowing or unbalancing project work with the DPR.
- Disillusionment within DPR partner units such as BAKN because of an initial failure on their part to appraise their own needs realistically.
- A deteriorating national climate of disillusionment towards politicians affecting CSOs and the electorate.

PIR 1: Representational capacity of membership-and constituency-based CSOs strengthened
KRA 1.1: CSO membership, constituencies, and networks significantly expanded

Activity	Tasks	Point Person	Ju l	Aug	Se p	Oc t	No v	De c	Jan	Fe b	Mar	Apr	May	Ju n	Ju l	Au g	Se p	
1.1.1. Hold introductory meeting with potential CSOs partners to explore skills, networks and needs	Draw up a ToR for introductory meeting with potential CSO partners	YN, DTS/H S, EI																
	Contract 2 consultants to facilitate the meeting and refine the design of the meeting with them																	
	Organize the meeting and assess possible adjustments to grant, training and TA support in light of report on meeting by consultant facilitators																	
1.1.2. Develop CSOs advocacy competency map	Organize initial mapping and CSO needs assessment, with subsequent needs assessment report, and appoint CSO Advisors	PH, YN, TU																
	Prepare SOW for KAP (knowledge, attitudes, practices) survey on the needs re membership and stakeholder development, and also advocacy and DPR outreach, of CSOs working in key topic areas (inc. budget transparency and freedom of information)																	
	Prepare an RFP for an SP to do the KAP survey																	
	Convene a proposal review committee and select an SP to do the survey																	
	Contract the SP to conduct the KAP survey.																	
	Meet CSO leaders to share KAP survey results and seek advice on best approaches to improving CSOs' representational capacities re membership/stakeholder development and other needs.																	

Activity	Tasks	Point Person	Ju I	Aug	Se p	Oc t	No v	De c	Jan	Fe b	Mar	Apr	May	Ju n	Ju I	Au g	Se p	
1.1.3. Contract SP to provide training, TA and mentoring on membership, constituency and stakeholder strengthening	Draw up RFP for SP to provide CSO partners with training and experience-sharing workshops on membership, constituency and stakeholder development	YN, SP, DTS, HS																
	Review proposals from SP candidates and select suitable SP																	
	Work with SP in designing training module (module I of v training modules to be provided in Year 1 - for modules ii, iii, iv and v see KRA 1.2. and 1.3. below)																	
	Monitor SP implementation of workshops on CSO membership, constituency and stakeholder development, provide follow-on mentoring, and meet other follow-up needs.																	
1.1.4. Provide grants to CSOs working on key topic areas that will help strengthen membership & constituencies and improve positive advocacy skills [this activity spans KRA 1.1., 1.2. AND 1.3.]	Draw up an RFA for grants to CSOs working in key topic areas that will strengthen their membership and/or constituency profile and also improve their positive advocacy skills	YN, DTS, HS, TU																
	Convene grants committee meeting to select grantees from respondents to the RFA																	
	Provide 5-7 1-year grants to CSOs working in key topic areas that will help strengthen their membership/constituencies and their positive advocacy skills																	
	Conduct training to awardees on grant implementation (project management, financial management, M&E, gender mainstreaming)																	
	Monitor grants implementation																	
Resources	SAF, Grants, STTA																	

PIR 1: Representational capacity of membership-and constituency-based CSOs strengthened
KRA 1.2: Partner CSOs engage more frequently and effectively with legislators and policymakers

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1.2.1. Contract SP to carry out PACSA (advocacy capacity and strategy assessment) workshop(s)	Draw up RFP for SPs to conduct and facilitate PACSA for partner CSOs and select SP from applicants, with emphasis on positive advocacy	YN, DT-S, HS															
	Work with SP in adjusting the PACSA design based on existing PACSA manual to emphasize positive advocacy and engaging Govt inc DPR																
	Monitor SP implementation of PACSA workshop and assess follow-up needs.																
1.2.2. Contract SPs to provide training, TA and mentoring to key CSOs on strategic advocacy planning and engagement with the DPR	Issue RFP for SP to train CSO partners on (a) strategic advocacy, (b) learning about DPR - 'DPR 101', (c) engaging DPR.	YN, Alie, PH															
	Convene a review committee and select one or more SPs for training in these fields.	YN, Alie, PH															
	Work with SP or SPs to produce 3 training modules, on strategic advocacy for CSOs (module ii), 'DPR 101' (module iii), and engaging the DPR (module iv)	YN, SP															
	Monitor SP implementation of workshop or workshops on training module ii (strategic advocacy). Issues to be trained on will relate to ProRep key topic areas.	YN, SP															
	Monitor SP implementation of workshop or workshops on training module iii ('DPR 101').	YN, SP, Alie															
	Monitor SP implementation of workshop or workshops on training module iv (engaging the DPR) and provide follow-on mentoring and meet other needs arising from the module ii, iii and iv workshops	YN, Alie, PH															

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1.2.3. Provide Forums for CSOs and DPR Members to meet and interact on key topic areas	Working with CSO partners, arrange forums on key topic areas (inc. budget transparency, public services) for CSO reps to meet DPR Members at the DPR ('DPR Days')	YN, Alie															
	Help CSOs leaders conduct periodical events (coffee morning meetings) for CSO, DPR, and research center representatives to discuss issues relating to key topic areas																
	Support CSOs participation in constituency meetings with DPR members during recess periods.																
1.2.4. Support site visits on advocacy issues by CSOs and DPR Members	Identify with grantee CSOs cases and locations for site visits	YN, Alie															
	Plan visit schedules with the CSOs and concerned DPR Members, when possible in sync with DPR recess periods.																
	Take part in or otherwise support the visits																
	Get reports from the CSOs (and if possible involved DPR Members) on follow-up actions to be taken after the visits, including if needed modification to grant action plans.																
Resources	SAF																

PIR 1: Representational capacity of membership-and constituency-based CSOs strengthened
KRA 1.3: Partner CSOs more frequently use media for advocacy and outreach

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1.3.1 Contract SP to provide training and mentoring to CSO partners on using media for advocacy, especially with respect to the DPR.	Prepare for and issue an RFP for an SP to develop a training module to train CSO partners on the media aspects of strategic advocacy, particularly with respect to dealing with the DPR.	YN-SP															
	Review proposals from SP candidates and select one for this training.																
	Work with SP on producing material for a training module on using media for advocacy, including advocacy to the DPR (Module v)																
	Monitor the implementation of Module v, provide follow-on mentoring on a continual basis, and meet follow-up needs																
1.3.2. Provide additional support for CSO grantees that have media outreach component in their grants	Support or arrange events for CSOs to meet media reps to identify possible areas of collaboration, including possible use of programs, columns, etc.	YN-DTS/HS, Aloe, Alie, AS															
	Support or arrange CSO workshop with selected research institutions and DPR Members to brainstorm on ideas for media program(s).																
	Work with CSO partners to explore new media outlets, including social networks																
Resources	Grant, SAF																

PIR 2: Research institutions' capacity to conduct and disseminate policy research on key policy and governance issues strengthened

KRA 2.1: Research institutions' effectiveness and policy research capabilities improved

KRA 2.2: Quality, volume, and dissemination of research institutions' policy research increased

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
2.1.1/2.2.1 Assess needs and appoint Advisors	Do a needs assessment, develop an SOW for Advisors and invite selected Advisors to take part in ProRep	CC, MP, Alo																
	Consult the Advisors on the terms of a Policy Research Network (PRN), to be set up among QStaR grant awardees (see 2.1.2)	PH, ALo, FP																
	Convene the first meeting of the Policy Research Network	Alo																
2.1.2/2.2.2 Select and award Quick Start Research (QStaR) grants and provide grantees with training	Draw up RFA for QStaR grants on key topics and DPR	PH, ALo, Ali, YN, DTS, HS																
	Prepare and distribute RFA for QStaR grants	ALo, Ali, YN, DTS, HS, FP																
	Prepare for and convene grant review meeting, agree on QStaR grantees, and make 10 4-month QStaR grants. Invite QStaR grantees to be the initial members of the PRN.	ALo, DTS, HS																
	Oversee implementation of QStaR grants.	PH, ALo, DTS, HS, TU																
	Conduct grant and financial management and M&E training for QStaR grantees.	ALo, DTS, HS, TU, RA																
	Conduct Policy Fellows Training Program for PRN members, especially on research standards and ethics, gender analysis, and research communication & dissemination.	ALo, UI, consultants																

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
2.1.3/2.2.3 Select and award long-term research grantees and provide long-term training	Prepare and distribute RFA for long-term grants on key topics and DPR.	PH, ALo, DTS, HS															
	Distribute grant proposals to grant review members	ALo, DTS, HS															
	Convene grant review meeting, select long-term grantees, and make 6 2-year long-term grants; grantees to constitute 'Core Research Partners'	ALo, DTS, HS															
	Oversee implementation of long-term grants	ALo, UI, consultants															
	Do organizational assessments and research capacity inventories with Core Research Partners and help them develop assistance plans, inc. needs in equipment, IT, management & administration, peer review, and research capacity needs for prospective ProRep assistance	ALo, UI, consultants															
	Conduct grant and financial management and M&E training for Core Research Partners if and as needed	ALo, DTS, HS, TU, RA															
	Conduct Policy Fellows Training Program for Core Research Partners and other PRN members	ALo, UI, consultants															
Resources	Grants, STTA																

PIR 2: Research institutions' capacity to conduct and disseminate policy research on key policy and governance issues strengthened
KRA 2.3.: Research institutions' research more relevant to, and having more influence on, legislative policymaking

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
2.3.1 Establish credibility and relevance of policy research and analysis (thus creating demand from DPR)	Convene stakeholder discussions to identify research topics.	ALo															
	Research grantees organize policy forums to discuss and present research topics, engage DPR Members and CSOs, and ensure policy-relevant knowledge of key issues	ALo															
2.3.2 Train DPR on the use and procurement of independent policy research and analysis	Conduct training on use of applied policy research for DPR Members, staff, and researchers of DPR (to be repeated if needed).	ALo, ALie, consultants															
2.3.3 Engage DPR MPs, staff, and researchers in designing and informing policy-relevant R&A	Organise workshop for DPR Members on policy topics of common interest to refine policy research questions of interest/importance to the DPR, particularly on QStAR grant topics (to be repeated if suitable)	ALo, ALie															
	QStARs grant recipients incorporate insights and recommendations as appropriate, finalize QStAR research reports and communications products	ALo															
	Organise workshop(s) for DPR Members to serve as key informants on topics of common interest being done by ProRep Core Research Partners	ALo															

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
2.3.4.Expose DPR Members and staff to USAID-funded policy R&A	Organise presentations on initial results of long-term research grant projects and solicit participants' comments and recommendations.	ALo															
	Long-term research project grantees incorporate comments and recommendations as appropriate.	ALo															
	Develop an agenda and proposed speakers and select a target date and venue for ProRep's first Annual Research Conference & Expo.	PH, ALo, ALie, YN, FP															
	Determine which research project will be presented at prime time at the Annual Research Conference.	PH, ALo, ALie, YN, FP															
	Issue invitation for speakers at the Annual Conference and confirm their attendance.	ALo															
	Convene Annual Research Conference and Expo.	PH, ALo, ALie, YN, FP															
Resources	SAF, STTA, ProRep Operational Cost																

PIR 3: More effective, responsive and transparent legislative processes
KRA 3.1: DPR Member more aware and better able to represent constituent interests

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
3.1.1. Develop tools and services to improve DPR Members' constituency visits	ProRep gathers additional information on constituency assistance programs (from FORMAPPI, IPC, Members) to determine problems and needs	AL, AW																
	Identify potential project implementer/partners, conduct a competition for and award a competitive grant or contract for activities designed to improve constituency visits	AL, AW																
	Grantee/contractor designs recommended activities for recess visits, designs questionnaire on constituent needs	Contractor/ grantee																
	ProRep and grantee/contractor select DPR Members and constituencies for pilot constituency recess.	AL, AW, Contractor/ Grantee																
	Prepare questionnaire and other relevant materials	AL, AW, Contractor/ Grantee																
	Technical coordination with participating DPR Members	AL, AW, Contractor/ Grantee																
	Pilot constituency recess visit to provinces. Administer questionnaire, involve local media	Contractor/ grantee																
	Grantee/contractor interprets feedback, evaluates pilot visit, refines prospective services	Contractor/ grantee																
	ProRep facilitates seminar with media and DPR Members, and shares results through other forums	AL, AW																
	In consultation with Kemitraan and other partners, ProRep engages more DPR Members to participate in next stage of	AL, AW, Contractor/ Grantee																

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.1.1. Develop tools and services to improve DPR Members' constituency visits (continued)	Constituency Visit Program. Grantee/contractor prepare materials for next recess visit																
	Grantee/contractor Implements 2nd Recess Visit	Contractor/grantee															
	In consultation with ProRep, grantee/contractor evaluates and refines tools and services.	AL, AW, Contractor/Grantee															
	Develop Constituency Visit Kit (including recess visit check list, tools for working local media and dealing with constituency issues, format for constituency visit report, etc.)	Contractor/grantee															
	ProRep and contractor/grantee work with Fraksi to disseminate Constituency Visit Kit, including electronic copies and train members in its use	AL, AW, Contractor															
Resources	SAF or Grant, ProRep Operational Costs																

PIR 3: Legislative processes more effective, responsive, and transparent
KRA 3.1: DPR Member more aware and better able to represent constituent interests

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
3.1.2. Constituency Database	Meet with DPR Members and parties to determine what constituency information should be available to support DPR Members and develop SOW	AL, AW																
	RFA for grantee or RFP or contract for SP, done with Component 2, followed by selection of grantee or SP	AL, AW																
	Work with DPR Fraksi to select participating DPR Members	AL, AW																
	Grantee or SP prepares design, format & structure for Constituency Reports on the constituencies of those Members	Grantee/SP																
	Grantee or SP arranges for local counterparts to collect statistical information & conduct meetings & FGD (focus group discussions) to acquire additional constituency information	Grantee/SP																
	Grantee/SP drafts Constituency Reports	Grantee, maybe Ardimas																
	Grantee/SP and ProRep present draft Constituency Reports to interested DPR Members and Parties for review. Grantee/SP adjusts & refines the Reports according to response and feedback	AL, AW & Grantee																

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.1.2. Constituency Database (continued)	Final report made to interested DPR Members, who conduct a public event on Constituency Reports	AL, AW & Grantee															
	ProRep helps DPR Members set up blogs/social media and use them to publish information on their constituencies	AL, AW															
	Grantee/SP updates constituency information for pilot constituencies	Grantee															
	Facilitate participating DPR Members to propose constituent information program for inclusion in the DPR Budget	AL, AW															
Resources	Grant or SAF																

PIR 3: Legislative processes more effective, responsive, and transparent
KRA 3.1: DPR Member more aware and better able to represent constituent interests

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.1.3. Conduct exploratory meetings with DPD Speaker and Deputy Speakers	Meet with DPD Speaker and Deputy Speakers to introduce ProRep and explore areas which may provide support opportunities, especially in the Constituency Relations sector	AL, AW															
	Determine level of engagement with DPD	AL, AW															
	Design and propose programs for DPD	AL, AW															
Resources	ProRep Operational Costs; possibly SAF																

PIR 3: Legislative processes more effective, transparent and responsive
KRA 3.2: More informed, efficient, and responsive lawmaking

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.2.1. Advanced legal drafting, research and analysis training for BALEG staff	ProRep meet with BALEG members and staff to determine capacity, and skills needed	AL, AW															
	Draft SOW for service provider and compete grant or IQC contract	AL, AW															
	Grantee or sub-contractor begins providing trainings for BALEG staff	Grantee/ Subcontract or															
	Ongoing trainings and "on-the-job" mentoring	Grantee/ Subcontract or															
Resources	Grant or SAF to Service Provider - likely PSHK																

PIR 3: Legislative processes more effective, responsive and transparent
KRA 3.2: More informed, efficient, and responsive lawmaking

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.2.2. Feasibility study on the establishment of a National Legislation Center to support BALEG	Meet with BALEG to discuss feasibility study, create an SOW regarding the establishment of the National Legislation Center requested by BaLeg, clarify qualifications needed by assessment team	AL															
	Determine qualifications for needs assessment team (possibly 3 experts) and contract with experts (STTA)	AL,AW															
	Team develops report and recommendations	Consulting team															
	Meet BALEG to discuss project findings and determine ProRep follow-up support, if any	AL															
Resources	STTA, perhaps Kemitraan																

PIR 3: Legislative processes more effective, responsive, and transparent
KRA 3.3: More effective and transparent budgetary analysis and oversight

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.3.1. Assist BAKN to prepare their 1st annual report	Meet with BAKN to get the necessary information.	AL															
	Obtain & review reports of PACs from other countries, and arrange USAID-approved SAF contract with report drafters	AL, AW, JJ															
	Write BAKN's annual Report, in conjunction with BAKN staff	Consultant team															
	Present BAKN's Annual Report	AL															
	Evaluate & recommend a model annual report for BAKN's use	AL, AW															
Resources	SAF and perhaps Kemitraan																

PIR 3: Legislative processes more effective, responsive, and transparent
KRA 3.3: More effective and transparent budgetary analysis and oversight

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.3.2. Budget Oversight Technique Workshops	Meet with BAKN to set TOR, agenda and dates, determine participants	AL															
	Select resource persons, propose plan & budget. Hire event organiser	AL, AW															
	Set venue, produce materials	AL, BAKN, Consultants															
	Conduct workshop, document & compile reports	Consultants															
	Submit report to BAKN & determine follow up	AL, AW															
Resources	STTA, including international STTA																

PIR 3: Legislative processes more effective, responsive, and transparent
KRA 3.3: More effective and transparent budgetary analysis and oversight

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.3.3. Public Accounts Committee Study Visits	Meet with BAKN to ascertain needs	AL															
	Assess various options of possible programs	AL, AW															
	Develop draft program as and when necessary	AL, AW															
Resources	International STTA, SAF																

PIR 3: Legislative processes more effective, responsive, and transparent
KRA 3.4: DPR management and procedural reforms adopted and implemented

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.4.1. Engage BURT to initiate a task force to ensure implementation of DPR Strategic Plan	Initial meetings with BURT Leadership to analyse the state of implementation of the Strategic Plan	AL, AW															
	Develop draft programs of support to assist BURT in implementing Strategic Plan	AL, AW															
Resources	STTA																

PIR 3: Legislative processes more effective, responsive, and transparent
KRA 3.4: DPR management and procedural reforms adopted and implemented

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.4.2. Study Visits for the Ethics Committee and BURT	Initial meetings with the chair of Ethics Committee to ascertain needs	AL															
	Initial Meetings with the chair of BURT to ascertain needs	AL															
	Assess various options of possible programs	AL, AW															
	Follow up, develop and implement necessary programs	AL, AW															
Resources	International STTA, SAF																

PIR 3: Legislative processes more effective, responsive, and transparent
KRA 3.4: DPR management and procedural reforms adopted and implemented

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.4.3. Support Bilateral Legislative Exchange and other activities as requested by USAID	Initial meetings with the Speaker and Deputy Speakers of DPR	USAID, COP															
	Assess various options of possible programs	COP / AL & JJ															
	Follow up, develop and implement necessary programs	AL															
Resources	ProRep Operational Costs																

PIR 3: Legislative processes more effective, responsive, and transparent
KRA 3.4: DPR management and procedural reforms adopted and implemented

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
3.4.4. Project Advisory Group	Assessment for needs of Advisors on issues relating to DPR management and procedures	AL															
	Appoinment of Advisors when the need arise	COP															
Resources	ProRep Operational Costs																

PIR 4: Assistance for special initiatives to protect or advance democratic guidance provided
KRA 4.1: Indonesian efforts to address strategic needs and opportunities affecting democratic governance improved

Activity	Tasks	Point Person	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept
SAF Initiatives as Needed by USAID or as are Recommended by ProRep																	
Resources																	