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PD-AAD-816

AGENCY FOR INTERNATIONAL DEVELOPMENT
AMERICAN EMBASSY
Jakarta, Indonesia

Date: February 20, 1979

Ministry of Home Affairs
Jl. Merdeka Timur No. 8
Jakarta Pusat

Attention : Drs. Toyiman Sidikprawiro, MPA
Dir. Gen. / Head of Education and Training Body
(Badan Diklat)

Subject : AID Project No. 497-0237
(Kabupaten Provincial Planning and Management
Training Project): Implementation Letter No. 1

Reference : Project Agreement No. FY 77-11, Obligation 70357,
as amended.

Dear Drs. Toyiman:

This Implementation Letter No. 1 for subject project describes a particular problem arising in the course of project implementation, and sets forth a recommended course of action to provide funds for a training plan evaluation workshop.

The Problem: The USAID financed project consultants have prepared a draft of major sections of the Master Training Plan as called for under referenced Project Agreement. This draft has already been reviewed by concerned central government officials of BAPPENAS and the Ministries of Public Works and Home Affairs. It is now essential that provincial BAPPEDA officials and selected university/institute faculty members review, interact and clearly express their reactions and ideas concerning the draft sections and the long range training approaches contained therein. It is particularly important that key personnel representing outer-island BAPPEDAs and institutions participate in this exercise since training needs and approaches may vary significantly as between Java and outer island jurisdictions. This review can best be accomplished through a workshop to be conducted in Jakarta during the month of February 1979.

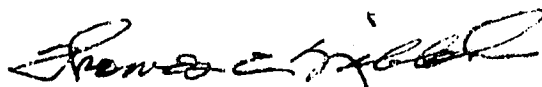
While the Government of Indonesia (GOI) is responsible for providing in-country transportation and per diems under the referenced Project Agreement, no provision was made in the Agreement for this particular activity, and no funds were allocated by or are available to Badan Diklat for this purpose. Since the activity is the recommendation of the USAID consultants, is essential to a meaningful feedback and evaluation pertaining to key sections of the draft Master Training Plan, and was not anticipated or provided for by the GOI, it is necessary that other funds available within the overall project budget be used for this purpose. The estimated total cost for travel and per diems for the GOI personnel coming to Jakarta and for related workshop expenses, is \$2,528.00, broken down as follows:

Round trip transportation (province-Jakarta- province) for 12 seminar participants Rp. 628,000	=	\$ 1,013.00
Per diems for above participants (3 days @ Rp. 15,000) Rp. 540,000	=	871.00
Rental of seminar meeting facility Rp. 200,000	=	322.00
Meeting support & report preparation Rp. 200,000	=	322.00
		<hr/>
T o t a l		\$ 2,528.00

It is proposed, pursuant to the terms of the Project Agreement, that the amount of \$ 2,528.00, necessary to cover the above total cost will be made available by USAID from budgeted Project Contingencies, it being understood that such contingency funds are adequate for this purpose and are within the U.S.\$ 470,000.00 total approved and agreed upon USAID project funding. It is further proposed that Badan Diklat will provide necessary administrative and clerical staff support for said workshop throughout the planning, preparation and execution stages. Finally, it is proposed that Badan Diklat will maintain a full accounting of expenditures incurred, and will render to USAID a detailed report of same upon completion of the workshop activity, it being understood that any funds not required for the workshop activities described herein will be returned to USAID.

If the foregoing arrangement is acceptable to you, please so indicate by written response to this letter.

Sincerely,



Thomas C. Niblock
Director

Accepted on behalf of
the Government of Indonesia,



Drs. Toyiman Sidikprawiro, MPA
Dir. Gen./Head of Education and
Training Body
Ministry of Home Affairs

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Memorandum

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TO : Distribution

DATE: March 13, 1979

FROM : ASIA/PD/EA, M. P. Leifert

SUBJECT: AID Project No. 497-0237 - INDONESIA
Kabupaten Provincial Planning and Management Training Project
Implementation Letter No. 1

Attached, for your information and files is copy of subject document.

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DS/DIU (2)