



Minutes of Mini Grant Workshop In Relation to Rapid Livelihoods Restoration of Post Earthquake in Yogyakarta and Central Java

Venue: Bank Pasar Klaten-District Klaten
29 September 2006 13:30-16:30

1. The objective of workshop is to explain of mini grant under ERA Programme in both Yogyakarta and Central Java Province, and also to discuss and to agree on crucial issues such as : priority of livelihoods sector that need to supported by mini grants, the criteria of NGOs and CBOs that eligible to propose mini grants, the criteria and mechanism to evaluate proposal. The workshop attended by 165 participants consists of local NGOs and CBOs and some Universities which are based in Yogyakarta and Central Java and also from International NGOs (International Aid, Handicap International, ASB, Relief International, TDH Italy, Relief International, Bined Care and Imagination). The workshop is undertaken in Bank Pasar Klaten on September 29, 2006.
2. The main agenda of Mini Grant Workshop is as follows :
 - (a) Opening and explanation of workshop;
 - (b) General Brief of ERA Programme;
 - (c) Mini Grants Information;
 - (d) Priority of Livelihoods Restoration that will funded by Mini Grants;
 - (e) Procedure and mechanism of proposing Mini Grants its evaluations.
3. The Mini Grants workshop is officially opened by Mr.Wachyu Adi /Deputy of Economic Head of Bappeda of Klaten). Then Mr. Basuki and Mr.Zulkarnain are explaining on ERA Programme and Mini Grant Information. Regarding the priority of Livelihoods sector that need to support by Mini-Grants is delivered by both Bappeda of Yogyakarta and Central Java. The procedure and mechanism of proposing mini grant is presented by Mr.Zulkarnain, then the last session open discussion related to Mini Grants Proposal and some agreements.
4. There are 12 participants rose some questions and statements which could be summarized as follows:
 - (a) Does it allow in one proposal covers many activities?
 - (b) Should proposal be written either in English or Bahasa?
 - (c) Does it allow the signature and Stamp be scanned?
 - (d) Does in preparing proposal use area approach?
 - (e) Is there any information received by selected organization if there is a need to be revised?
 - (f) Does it allow for CBOs to propose collectively?
 - (g) Does the rejected proposal could be re-proposed?
 - (h) There are three legal status (Foundation, Instituton and Cooperative), can of NGOs/CBOs who has one of three types of legal status propose mini grants?
 - (i) Whether working capital should be in the form of loan or grant?
 - (j) Minimally, how many beneficiaries should be reached by mini grants programme?
 - (k) Does it allow to merge among NGOs or CBOs who has legal status?

5. After reviewing the questions and statement rose by participants, it could be concluded and agreed as follows :
 - (a) It allows in one proposal to cover more than one activities (as long as the total proposal does not exceed IDR 250,000,000);
 - (b) The mini grants proposal could be written either in English or Bahasa;
 - (c) Yes, the signature and the stamps (stempel) of NGOs/CBOs can be scanned;
 - (d) Yes, the proposal can use area approached cover many activities;
 - (e) Yes, the selected organization will be informed and will be asked to revise it proposal if its necessary;
 - (f) Yes, CBOs could form consortium, especially CBOs who has no legal status with NGOs or CBOs who have legal status (the organization which enters into the agreement with UNDP must have legal status);
 - (g) Yes, rejected proposal if it is good proposal could be re-submitted and re-considered in subsequent grant rounds (if there are additional funds), however pls be a note the priority of Government in term livelihoods might be changed;
 - (h) Any NGOs/CBOs who have legal status could propose mini grants;
 - (i) Working capital could be provided in either in the form of loan or grant basically depends on the effectiveness and the condition that used in respected communities;
 - (j) There is no limitation of beneficiaries specifically mentioned in RFP, however the beneficiaries should be broken down into a number.

6. The priority of Government of Yogyakarta Province in relation to the types of livelihoods need to be supported under mini grant programme is as follows :
 - (a) Small –scale ceramics industry;
 - (b) Home-based garment industries;
 - (c) Small-scale food processing and storage industries;
 - (d) Small workshops producing agricultural implement (iron smith) etc)
 - (e) Handicrafts (wood masks, bamboo crafts, furniture, etc);
 - (f) Small traders;
 - (g) Small farmers/livestock ;
 - (h) Restoration of building material production units;
 - (i) Enhanced skills of building artisan in earthquake resistant building construction.

7. The priority of Government of Central Java Province in relation to the types of livelihoods need to be supported under ERA Mini Grants is as follows :
 - (a) Home-based garment industries;
 - (b) Rooftile/genteng;
 - (c) Small-scale food processing;
 - (d) Tenun Batik ATBM (non machinery equipment waving).

8. Workshop is officially closed at 16:30.

Kurniawan Zulkarnain
Basuki Setiabudi