

**PSF Technical Committee  
Meeting Minutes  
December 9, 2009 13:30 – 16:00  
Bappenas**

**Attendees:** Edah Murniningtyas, Vivi Yulaswati, Sidik Permana (Bappenas),  
Jans Weetjens, Jeremy Foster (World Bank)

**Purpose:** The PSF Technical Committee meeting was held to discuss the PNPM project proposals that had been revised since the last PSF JMC meeting (October 14, 2009) and to develop the agenda for the next PSF JMC meeting scheduled for January 2010. Following is the agenda of items discussed:

**Decisions/Agreements Made.** Following is a summary of decisions and agreements made in regards to the agenda items discussed at this meeting.

- 1. PNPM Project Proposals.** This matrix provides an overview of the status of the individual project proposals discussed and the actions needed to be taken before circulated to the JMC for review. It was decided that all proposals to be included on the agenda at the next JMC Meeting will be circulated to JMC members by December 31, 2009.

Proposal	Status	Action
Integrated Management Information System for PNPM Mandiri (SIMPADU) Phase 2	Proposal is complete, responds to all issues raised at last JMC meeting, and is nearly ready for circulation to the JMC members	<ul style="list-style-type: none"> <li>• Jeremy will make minor revisions to Specify the Executing Agency in the proposal</li> <li>• World Bank will assign a staff member as Point of Contact/administrator for the Project.</li> <li>• Bappenas will circulate proposal to JMC members</li> <li>• World Bank and Bappenas can begin identifying possible consultants to recruit for the project</li> </ul>
Promoting Civil Society Support for Highly Vulnerable and Marginalized Groups (Phase 1)	Proposal is complete, responds to all issues raised at last JMC meeting, and is nearly ready for circulation to the JMC members	<ul style="list-style-type: none"> <li>• Jeremy will make minor revisions to Specify the Executing Agency</li> <li>• World Bank will assign a staff member as Point of Contact/administrator for the Project.</li> <li>• Bappenas will circulate proposal to JMC members</li> <li>• World Bank and Bappenas can begin identifying possible consultants to recruit for the project</li> </ul>

<p>PNPM Mandiri Revolving Loan Fund Capacity-Building and Sustainability Project</p>	<p>Technically, the proposal is comprehensive and responds to all the issues raised at the last JMC meeting. However, the proposal's activities should be divided into separate phases; this proposal will just be asking JMC's approval for phase 1.</p>	<ul style="list-style-type: none"> <li>• On December 16, a specific technical meeting will be held with the World Bank, Bappenas, AusAID and the proposal authors to clarify the various phases of the proposal and budget issues. If AusAID is not available to meet on this date, they will be requested to send in any comments they have about the proposal.</li> <li>• Ibu Endah will discuss the proposal with the Executing Agency to ensure its endorsement</li> <li>• Once revised, Bappenas will circulate the proposal to JMC members.</li> </ul>
<p>Capacity Building for Local Government</p>	<p>Technically, the proposal is comprehensive and responds to all the issues raised at the last JMC meeting. However, the proposal's activities should be divided into separate phases; this proposal will just be asking JMC's approval for phase 1.</p>	<ul style="list-style-type: none"> <li>• On December 15, a specific technical meeting will be held with the World Bank, Bappenas, and the proposal authors to clarify the various phases of the proposal and the implementation arrangements.</li> <li>• Ibu Endah will discuss the proposal with the Executing Agency to ensure its endorsement</li> <li>• The World Bank will identify a PSF staff member as a point of contact/administrator for this project.</li> <li>• Once revised, Bappenas will circulate the proposal to JMC members.</li> </ul>
<p>PNPM Facilitator training</p>	<p>Proposal still needs to be significantly revised to address the issues raised at the last JMC meeting.</p>	<ul style="list-style-type: none"> <li>• Sidik will re-format the proposal into the new standard format. The proposal will be divided into phases, indicating that the first phase will involve the Papua 'barefoot' engineers project and other activities that are fully designed. The proposal will also state the project's link to the work currently being done by the British Council to train PNPM facilitators.</li> <li>• The World Bank will identify a PSF staff member as a point of contact/administrator for this project.</li> <li>• Once the proposal is re-formatted, a specific technical meeting will be held with the World Bank, Bappenas and the British Council to ready the proposal for circulation.</li> </ul>

Assessment for Sustainable Role of the PNPM Mandiri	No further work has been conducted on this proposal as it requires technical discussions at the senior GOI/donor level	<ul style="list-style-type: none"> <li>• Prior to the next JMC meeting, the World Bank and Bappenas will select a date and location for a workshop/retreat/FGD to held with GOI and donors to discuss the future of PNPM. The proceedings of this workshop will feed into this proposal's further development.</li> </ul>
PPNPM Pesisir: Coastal Community Empowerment for Sustainable Livelihoods Development	It was determined that this proposal as presented is not a suitable project to be funded through the PSF Trust Fund. The Proposal will not be submitted to the JMC for review	<ul style="list-style-type: none"> <li>• Ibu Endah will discuss the proposal with a representative of the Ministry of Marines and Fisheries</li> <li>• Jeremy will draft a letter on behalf of the PSF Secretariat informing Conservation International of the reasons PSF will not be pursuing this proposal.</li> </ul>

2. **Generasi Point of Contact/Administrator.** Bappenas inquired about World Bank PSF staff member responsible for overseeing Generasi's operations since Sally Ann Henfries left. Juliana Wilson is now overseeing Generasi's operations while the World Bank is recruiting a permanent replacement for Sally Ann. By December 17, 2009, the World Bank will provide Bappenas with an updated contact list indicating which PSF staff members are responsible for administrating the various projects.
3. **EU Involvement in JMC meetings.** Although the contribution negotiations are ongoing, it was decided that the EU would be invited to attend the next JMC meeting. Prior to the review, the PSF Secretariat will send the EU the proposals that are currently being revised, and invite them to attend any upcoming related technical meetings. Ibu Endah and Pak Jan will arrange an informal meeting with Lars from EU to discuss his anticipated level of involvement in the PSF.
4. **Next JMC Meeting.** It was decided that the next JMC will meeting will be scheduled for Tuesday, January 19 at Bappenas. A letter of invitation will be sent out to all JMC members the week of December 14 and a reminder will be sent to JMC members in early January. The tentative agenda items are:
  - a. **Budget and Current Financial Overview of PNPM Mandiri**
  - b. **Revised Project Proposals**
    - i. Integrated Management Information System for PNPM Mandiri (SIMPADU) Phase 2
    - ii. Promoting Civil Society Support for Highly Vulnerable and Marginalized Groups (Phase 1)
    - iii. PNPM Mandiri Revolving Loan Fund Capacity-Building and Sustainability Project
    - iv. Capacity Building for Local Government
    - v. PNPM Facilitator training

- c. **Amendments to Donor Administration Agreements, Clarifying Roles and Procedures**
- d. **AAA Guidelines**
- e. **Scheduling a Workshop/FGD to Discuss PNPM Sustainability**