




ASEAN CSR Vision 2020 Small Grants Fund

Final Project Report

This report is to be completed by the Implementer **within 1 month of the end of the effective date of the implementation of the project**. All Sections should be completed, and this form should be returned to the Project Coordinator in both soft and hard copies.

The final 20% disbursement cannot be made until the Final Project Report has been submitted and received by the Project Coordinator.

This Report must be accompanied by a Financial Report which shall be prepared in accordance with the submitted Budget and includes all original receipts/financial records.

A. Implementing Agency <i>Please spell out in full as the name has been registered and where relevant, only include acronyms after that</i>	<i>Yayasan Tambuhak Sinta or Tambuhak Sinta Foundation</i>
B. Full Address / Country	<i>Jl Rajawali VII, Srikandi III, No 100 Palangka Raya 73112, Kalimantan Tengah Indonesia</i>
C. Contact Person & Details <i>Insert full name, designation and contact details here (include phone number & email). It is also recommended to provide an alternative contact point.</i>	<i>Lia Anggreani, Administrator Tel: +62 536 3237184 Mobile: +62 812 5160 6426 Email: lia.anggreani@gmail.com</i>
D. Authorised representative/signatory	 <i>Signature over Printed Name: Bardolf Paul Designation: Executive Director Date: 21 June 2017</i>

Part 2: Project Summary

A. Project Title	Strengthening CSR Coordination Forum in Gunung Mas District		
B. Areas (country, city, town etc.) covered	Indonesia, Central Kalimantan, Gunung Mas District		
C. Planned Start Date	October 2016 (based on proposal)	Actual Start Date	2 November 2016
Planned Completion Date	30 March 2017 (based on proposal)	Actual Completion Date	12 May 2017
D. Explain any variance in Start/End dates	Delayed approval from ACN, signed 2 November 2017 based on Contribution Agreement which states that the project starts November 2017 and ends April 2017. The project was completed in May due to conflicting schedule with national planning events and therefore the final workshop was postponed to 9 May 2017.		

E. Short Project Summary

In 2015 ACN provided a grant for a CSR Study and Policy Advocacy in Gunung Mas District. This study achieved positive responses from all stakeholder groups - government, companies, and communities, providing recommendations on good policies and guidelines for implementing the District Regulation on CSR (Perda CSR). The regulation and policies will ensure that extractive companies fulfill their CSR obligations and contribute to equitable and sustainable development. The results were greater than expected, as we were also able to provide recommendations for revising the Perda itself. The study, therefore, was very useful for improving wider district policy.

The Perda will be revised in 2017 in order to provide time in 2016 to try out implementing the current Perda and its technical regulations - called Perbup¹ on CSR. The revision, therefore, will be more comprehensive, as it will be based on the CSR study and experience with Perda implementation over one year.

It, therefore, is crucial to make sure that the trial of the Perda and Perbup in 2016 generates a lot of learning. The soul of Perda implementation belongs to the CSR Coordination Forum, and Yayasan Tambuhak Sinta (YTS) will work together with the district government to strengthen the newly-born CSR Coordination Forum in Gunung Mas. YTS is requesting additional funding from ACN to strengthen stakeholder engagement in the CSR Coordination Forum. This will build on the achievements of the CSR study and ensures there is a solid foundation of support for the new government policy.

F. Project Purpose (use the exact wording from the approved Project Proposal Form)

The project will provide a framework for better management of a CSR Coordination Forum in terms of strengthening stakeholders engagement on CSR issues and implementing checks and balances practices on CSR contributions to the achievement of specific development objectives, especially generating better outcomes for poor people in terms of health, education, natural resource management, and livelihoods.

Was the Purpose achieved? If not, give reasons. Please state your sources of information.

¹ Peraturan Bupati (Regent Regulation)

Yes it was

Sources of information: Secretariat of CSR Coordination Forum. It can be verified from testimonial of random participants listed in the attendance list and photos

Did any external factors contribute to the achievement of the Purpose? Please describe.

Yes, the cancellation of the Perda, the District Regulation No.04/2015 on CSR in Gunung Mas by the National Government strengthened the bargaining power of the project, and the Gunung Mas government has trusted even more to the capacity of YTS and the project to develop a better process and results for improving the Perda.

The project has convinced the government that a better process will be achieved through a participatory approach and the CSR Coordination Forum is one of the important tools that was instituted under this project.

Were there any significant changes made to the project design after the commencement of the project (outputs, activities, budget, duration etc.)? Please describe the changes.

Yes, there were some significant changes in outputs resulting from the inclusion of the project into the district's grand design for better CSR governance in Gunung Mas, and the commitment from all stakeholders to continue initiatives of the CSR Coordination Forum (CCF) next year.

Initial Outputs:

- (1). Update data and information on how many companies have CSR programs, and mapping of CSR contribution to Gumas development, post-CSR study, update of local laws and regulations
- (2). Approved extension role of Government Investment Task Force
- (3). CSR study dissemination: It will be disseminated after the first objectives are achieved (to avoid bias). Therefore, the assessment workshop will address a holistic improvement of the study.
- (4). Formulation of key issues to govern, supporting issues to accommodate, potential conflicts and their resolution, rights and obligations among stakeholders, accountability mechanism, annual meeting schedules
- (5). Reflection among members of CCF and feedback to endorse better implementation of CSR, review implementation of current regulations and lessons learned that encourage a better CCF in the future

Improved Outputs:

- (1). Update data and information on how many companies have CSR programs, and mapping of CSR contribution to Gumas development, post-CSR study, update of local laws and regulations
- (2). Approved scope of work of CCF secretariat
- (4). Approved CCF as part of Better CSR Governance Design in Gunung Mas
- (3). CSR study dissemination in project introduction meeting, Organizing Team meeting, and improvement plan of District Regulation No. 4/2015 on CSR after receiving explanation notes on the cancellation of that regulation from National Government in the end of this year
- (5). Formulation of key issues to govern, supporting issues to accommodate, potential conflicts and their resolution, rights and obligations among stakeholders, accountability mechanism, annual meetings schedules in CCF meetings
- (6). CSR Coordination Forum disseminated in subdistrict level
- (7). Selected government agencies developed program integration menu with CSR program
- (8). Reflection among members of CCF and feedback to endorse better implementation of CSR, review

implementation of current regulations and lessons learned that encourage better CCF in the future

Initial Activities:

1. Data, references, and information gathering
2. Technical Assistance (TA) for Government Investment Task Force
3. TA for CSR Coordination Forum
4. TA for Shared Learning

Improved Activities:

1. Data, references, and information gathering
2. Technical Assistance (TA) for Planning Board as CSR Coordination Forum secretariat
3. Organizing Team of CCF meetings and field visit
4. Dissemination on CSR Coordination Forum Initiative in eight subdistricts
5. TA for CSR Coordination Forum
6. Government Agencies Meeting for developing program integration menu with CSR program
7. TA for Shared Learning

Initial Budget:

Contribution from government is about IDR 49 million

Improved Budget:

Government has increased budget support for CSR Coordination Forum agenda until November 2017

Initial Duration: November 2016 – April 2017

Extension of the program: the government will self-fund activities from May to June and provide budget sharing for July to November 2017

G. Please describe any unplanned consequences from the project.

The project work plan delivery is meeting all the objectives and has been enriched by some additional activities, such as disseminating the CCF in eight subdistricts, field visit to a plantation company, and the technical agencies' meeting for assessing and integrating their programs with the CSR program.

These additions bring about some positive consequences:

Promoting CCF in eight subdistricts has resulted in new candidates joining the Organizing Team: a subdistrict head, a village head, a village school teacher, and a subdistrict staff member.

After the field visit to PT. ATA, a plantation company, they agreed to become involved in the CSR Coordination Forum and to participate in the Organizing Team.

Selected government agencies now understand that their perceptions about CSR contributions are not right, and therefore they needed to discuss what kind of cooperation is appropriate. This resulted in treating CSR as a partner in the district development program.

YTS's efforts to develop partnerships with other players on this issue, attracted the USAID LESTARI Project into the Forum. They see the benefits from collaborating with this initiative and value the mechanism that allows all stakeholders to have a chance to be heard and share knowledge in order to reach a common ground on CSR. Other partners include the university, other NGOs, such as the Borneo Institute that previously did not want to work with government, and is now on board in the CSR Coordination Forum.

Part 3 : Implementation

<p>Were all the Milestones / Indicators of Success met or achieved as planned, with the planned results? If yes, please note the results. If not, please explain.</p> <p><i>Add more lines as required</i></p>	
Milestone Number²	Result <i>Achieved / Not achieved</i>
Report of preparation visit to Gumas Gov, desk study on current regulations	Achieved with comparative study to West Lombok District
Terms of Reference, proposed draft of extension role of GI Task Force as organizer of CCF, activity report, process notes and photos, presentation materials, CSR Coordination Forum (CCF) platform and meeting schedules (final results of TA)	Achieved with adjustment of the target group. The new target group is the Secretariat of the CSR Coordination Forum based in the office of the district Board of Planning, Budgeting, Research, and Development. The Government Investment Task Force no longer exists, as a consequence of National Government Regulation Number 18/2016 on District Government Structure
Terms of Reference, process note & photos, activity report	Achieved: notes and photos taken, activity report written and circulated
Terms of Reference, process note & photos, activity report, CCF improvement plan for 2017	Achieved: notes and photos taken; activity report written and circulated; plan developed and implemented to date
<p>Were all the Outputs delivered as planned, with the planned results? If yes, please note the result. If not, please explain.</p> <p><i>Add more lines as required</i></p>	
Output Number³	Result <i>Delivered / Not delivered</i>

² List all milestones as stated on the approved Project Proposal Form

³ List all the Outputs as stated on the approved Project Proposal Form

Data, references, and information gathered	Delivered		
TA to CCF Secretariat	Delivered all activities in work plan of Secretariat		
At least 40 people attended CSR Coordination Forum (CCF)	Delivered: more that 40 participants (First CCF - 65, Second CCF - 81 participants) including organizers, reporters, and aides		
At least 40 people member/participants of CCF shared their learning on CCF practice and encourage for better CCF in the future	Delivered in session on Visioning Better CSR Governance Aspects in Second CCF Delivered and attended by more than 80% of secretariat members		
Were all the Activities completed as planned? If not, please explain.			
Planned Activities ⁴	Progress <i>Delivered / On track / Not delivered / Not on track</i>		
Data gathering	Delivered and on track		
TA for CCF Organizer (secretariat)	Delivered and on track		
TA for CCF	Delivered and on track		
TA Shared Learning on CCF	Delivered and on track		
Was the project completed on Budget?			
Planned Total Cost of Project	Planned Total Cost to ACN	Actual Total Cost to ACN	Variance <i>(difference between planned and actual costs to ACN)</i>
	SGD 10,000	SGD 9,991	
Please explain any variance in planned and actual expenditures/costs to ACN, where the difference is greater than 5%.			

⁴ Only list the activities (from the approved Project Proposal Form) which were not delivered as planned

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Part 4: Sustainability, Risk Assessment & Stakeholder Analysis

What evidence do you have that the benefits of the project will be sustained? Please describe.


Budget allocation of government for next year
 Commitment from at least six companies to promote the CSR Coordination Forum and to be actively involved in the Forum
 Eleven community representatives are on board in the Organizing Team to support the CCF
 Project LESTARI USAID is now on board to participate in the CSR Coordination Forum

What were the three main lessons identified that could be applicable to running this type of project again?

1. The government is open and diligent in embracing companies and communities to be on board in the inclusive forum
2. Participatory development requires a set of skills and a good political will
3. Investment needed in capacity-building modules, manuals, or handbooks for replication and capacity-building for the next generation of participants and stakeholders

We would welcome your feedback and comments on ACN procedures and systems in relation to the project

Everything is very straightforward and easy to use and follow

Signature	
Full Name	Bardolf Paul
Designation	Executive Director
Date	21 June 2017

Photos (if any)

For Official Use

Programme Manager	
Are you satisfied that this report is fair and accurate?	Yes / No <i>(delete as appropriate)</i>
Is there a key lesson that ACN has learnt from this Project? Please describe	
Following completion of the project, what are the next steps?	

Signature	
Full Name / Designation	
Date	
Other Remarks	
CEO Comments: Please add your assessment of the effectiveness of the project	