

Data and Information Mapping Of Participatory Plan for Village Development

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Abstract- A forum formed to conduct a participatory plan is commonly mentioned as *Musrembang*; a term for development plan discussion usually conducted in Indonesia. This discussion is commonly started from the lowest government. Thus, the decision made in the discussion is a priority to reconstruct a village. This study was conducted in Kampar, Riau, Indonesia. The implementation of participatory plan, in this study, used two approaches, are: *Top Down* approach and *Bottom Up* approach. The data were data and information related to the village development, such as: village profile, village administration, village financial and village management. Furthermore, the data were mapped to then evaluate the preparation of reconstructing the village. The result showed that the data and information related to the village development were not completely completed. Thus, the preparation could not strengthen the agenda of village development. Indeed, village development with participatory system could not be established.

Index Terms- participatory plan, village development, preparation, data mapping

I. INTRODUCTION

Iwan Kartikawanto (2003) explained that participatory plan, in a village, tries to describe, to analyze, to interpret and to compare village *Musrembang*; a forum to discuss about participatory development. Participatory development plan is a development model which involves the society. They, the society, are being active to identify problem, to state the problem, to find alternative solution, to arrange solving problem agenda, to convers, to help, and to evaluate. However, the village administration officers need to conduct a discussion sharing about the village development plan with the society.

Kampar District is one of districts in Riau, Indonesia. It has 245 villages with 21 sub-districts. Thus, the village development becomes the responsibility of its society to solve problems existed in the village. As the result, the village development and development will be well achieved. Further, the society's prosperity will be highly increased. However, this study only takes three sub-districts on Kampar, including: Salo, Tambang and Koto. These sub-districts are taken as the study's participant because these sub-districts do not have perfect plan to develop its villages. This case is proven by the limited documents provided that there are no well-arranged documents concerning village development and development. Moreover, the data and information needed for village development program are not complete and less accurate so that those data cannot be recommended to arrange the plan for village development. This problem obstructs the development of the village.

The data and information availability will support the plan for village development. Thus, a forum discussion concerning to this must be conducted. Through this discussion, the society and village officers may map the data related to village information. Indeed, data mapping will facilitate and support the requirements of development village with participatory system program.

II. LITERATURE REVIEW

The system of national development plan has been explained in The Law No 25 2004. This rule describes detail about development plan in long term conducted by central government and its staff involving the society. However, the Government Ordinance No. 8 2008 regulated the steps, ways, control, and evaluation of regional development. This regulation was made due to the Ministerial Regulation No. 54 2010 which mentioned that regional plan include the long term of regional development plan (RPJPD), the medium term of regional development plan (RPJMD) and the strategic plan (RESTRAS). These elements are formulated transparently, responsively, efficiently, effectively, accountably, fairly, participatory, scalable and environmentally.

Regional plan is a systematic effort from some aspects, such as: public, government, society and so on. These aspects depend on one other in term of politic, social, economic, physic and other environmental aspects through the following ways, are:

1. Continuously analyze the progress of regional development
2. Stating the goal and policy of regional development
3. Planning the strategic concepts of problem solving
4. Conducting the development program based on the resources availability so that the prosperity can be better (Hanif Nurcholis, 2009:9)

Hanif (2009), further explained that there are steps to arrange regional development, as followed:

1. Profile
2. Policy (vision, mission, goals, general strategy, priority)
3. Well-planned planning
4. Monitoring and evaluation

Based on the legal framework, development program of all region level must use participatory approach. This approach has two ways of direction, including: Top Down and Bottom Up. A forum formed to conduct a participatory plan is commonly mentioned as *Musrembang*; a term for development plan discussion usually conducted in Indonesia. This discussion must be attended by all sectors of regional administration officers, province officers and central officers.

Central officers should take strategic, directed and focus strategy plan to create the documents of participatory plan. Regional Development Planning Agency (BAPPEDA) designs the development program so that the documents can be created. The design includes the preparation, goods, schedule, facility, formulation, finalization and legislation process. There are three types of regional discussion, as followed:

1. Village (conducted per January)
2. Sub-district (conducted per February)
3. District (conducted per March)

The village officers have duty to conduct discussion forum that involve the society. The goals of the discussion conducted in village are:

1. Accommodating people's aspiration and prioritize their necessity
2. Prioritizing programs financed from Regional Government Budget (APBD)
3. Prioritizing programs that will be discussed in *Musrembang*

Then, the secretary of office village should prepare the following points.

1. The draft of problems existed in the village
2. The medium term of development plan
3. The evaluation result of the development program
4. Priority problems list

Further, the discussion conducted in village should result the following points.

1. Prioritized activity that will be financed by Regional Government Budget (APBD)
2. Prioritized activity that will be conducted through Regional Work Unit (SKPD) and will be discussed in *Musrembang*
3. The information of discussion agenda

The method of participatory plan implemented in a village has various types because its implementation involves many aspects that depend on one other. The first type is ZOPP. This term is abbreviated from *Ziel* (purpose), *Orienterte* (orientation), *Projet* (project), and *Planung* (plan). There are four elements of ZOPP to be applied in analyzing a village situation, are: analyzing problem, deciding goals, providing alternative ways, considering roles of any parties involved within the development program. Participatory Rural Appraisal (PRA) is the second type of participatory method. This method focuses on approaching the society to explore the condition of a village. On the other words, this method is directly involving the society to the process of village development (Driyamedia, 1996:15). This implementation of this method aims to create a development program based on the society's expectation and condition. Further, it also empowers the society through skill development. In general, the principle of PRA and ZOPP are rather alike; involving the society directly to the village development program. However, PRA does not emphasize on collecting data, applying tools and others. It instead emphasizes on the society's understanding concerning their own condition so that they will be able to find out the proper solution for their problem. The third method is participatory assessment method (MPA). According to Bambang Rustanto (2002:12), participatory assessment method applies four steps, as followed:

1. Finding the problem
2. Finding the potency
3. Analyzing the problem and the potency
4. Deciding solution for the problem

The planning for a village development must involve all sector of the village. The plans may include as below points mentioned, are;

1. Medium term of village development plan. This plan may be available per five years per period
2. A village development program plan. This may include the related documents for the first period. The planning describes detail about the economy of the village while considering the development program.

The data needed for planning a village development program (Nurcholis, 2011:108) are as followed:

1. The village profile
2. The village organization
3. The village administration

4. The village finance
5. Other important information about the village administration and the society empowerment

III. METHODOLOGY

This study was conducted in in Kampar District, Riau, Indonesia. Further, the writer chose some villages as the sample of this study. This study used participatory rural appraisal (PRA). It took two years of investigation duration. In the first year, the writer could map the data and the information related to the village development program. Then, the writer could apply the method of participatory plan for the village development program.

IV. FINDINGS

As previously mentioned, the study urgency has found participatory plan model of village development program in Kampar District, Riau. To result a participatory plan model, there must be data and information mapping such supporting documents that include village profile, administration, and organization and so on. The data and information must support one and others.

The data were collected through interviews to the officers of the village, sub-district and district. As the result, there must be area mapping to describe the availability of the data and information. Then, there also be priority decision of which area should be developed. Below is the villages mapped, as followed:

1. Koto Kampar Sub-district includes Lubuk Agung Village, Pulau Godang Village and Koto Mesjid Village. This sub-district is the very tip area of Kampar District
2. Salo Sub-district includes Salo village, East Salo Village, and Siabu Village. This sub-district is by Bangkinang City, the capital city of Kampar District.
3. Tambang Sub-district includes Tambang Village, Rimbo Panjang Village and Tirai Bangun Village. This sub-district border directly on the capital city of Riau, Pekanbaru.

The availability of data and information of the village will facilitate the village officers to plan the village development program. However, the village development program also needs the human resource ability and the society's participation. As the result, the study of data and information mapping needed to plan village development program is found less complete. Almost all villages in three sub-districts did not provide detail data and information for arranging the village development program plan.

V. DISCUSSION

The main goal of this study was to find participatory plan model in developing village in Kampar District. The importance of data and information mapping of the village development plan is to obtain any information about the village and its society so that they can involve themselves in planning the programs of village development both discussed in *Musrembang* and *Musdes* (a general discussion conducted in village).

The goal of these discussions is to accommodate the society's aspiration concerning the programs. The prominent result of the discussion is deciding the priority of which village should be developed financed by regional budget. However, the general discussion conducted in the village prioritized the development whose finance allocated by the village financial. From the analysis, the result obtained is as followed:

1. Village profile

This is the general description of a village explaining about the village condition wholly. This profile consists of family data, village potential, and village development. The detail data of village profile of nine villages are displayed in below table.

Table 1: the profile of nine villages in Kampar District 2018

No	Villages	Village profile			Note
		Family data	Village potency	Village development	
1	Lubuk agung	+	-	-	Incomplete
2	Koto Mesjid	+	-	-	Incomplete
3	Pulau godang	+	-	-	Incomplete
4	Salo	+	+	+	Complete
5	Salo timur	+	-	-	Incomplete

6	Siabu	+	-	-	Incomplete
7	Tarai bangun	+	+	+	Complete
8	Rimbo Panjang	+	-	-	Incomplete
9	Tambang	+	-	-	Incomplete

Source: the result of study field 2018

The table above explained that only three villages have complete data of the village profile. In contrast, there are seven villages whose data were incomplete and less accurate. The data of family existed in the village was showed to describe the society's condition socially, economically, religion and assets.

Further, the potency data was the description of village assets that can be developed to support the village financial source. The village financial sources could be the wealth from agriculture, plantations, village markets, public charges, taxes, rivers and tourism. This wealth should be managed and developed by the Village Administration and its society. Unfortunately, the village potential development has not been well explored due to the lack of knowledge to prepare the village development planning.

In fact, the village development became supporting data for village profiles. It included village infrastructure development, economic growth and village economic institutions development. Unfortunately, all villages observed did not have complete data concerning to its development whereas the data was important to understand the real condition of the village. However, the data of village development should be available so the administrators could follow up the unplanned developments. Thus, the data profiles of three villages were incomplete that it could not support the preparation of village development program plans.

2. Village Administration

The Village Administration is the implementation of Government affairs and local people interest. This implementation is the activity of village administrative organizations to organize government program, development, social and society's empowerment. This activity described the village governance duties and functions. The village head assistant consists of village secretariat, the technical implementation element, the territorial element. The implementation of Village Governments activity should follow the principles of legal certainty, regular village administration, public orderliness, openness, proportionality, professionalism and accountability, affectivity and efficiency, local wisdom, diversity and participatory.

The principle of the village administration is implemented as a basic principle must be applied by the village head and staffs. Proper administration would support the implementation of village administration instead. The village administration included the record of all activities processes concerning the implementation of Village Governance mentioned the Village Administration Book. Thus, this implementation could support the systematical data and information for further village development program.

The implementation of village administration should be supported by a complete administration which consisted of general administration, population administration, financial administration, development administration, and Village Consultative Board administration and so on. Based on the observations and interviews, almost all villages were less orderly and neat in term of village administration management. Therefore, the data should be supported by the village administration could not reach the requirement of village development plan data.

3. Village Organization and Management

Organization is a place of activities carried out by humans as executors to achieve the desired goals while management is the ability of village human resources officers to carry out the duties and functions of Village Government effectively. Data and information of the village organization and management were used as material and input to support the preparation of village development planning. These data and information covered the aspects of village management governance, facilities, infrastructure, and human resources officers.

There are various types of village informal social organizations whose activities should be able to support the implementation of village development activities. The implementation of Village Government and development had been regulated in Law No. 6 of 2014 by the Ministry of Home Affairs No.114 which explained the guidelines for village development. The organizational resources supported by qualified human resources could strengthen the village governance management system. Based on the observation and information obtained, the existence of village organization and management in three District of Kampar is known still less functional. This was because the village officers could not understand the duties and functions mandated in Law No 14.

The organizational structure of village administration consisted of village head, secretary, finance officers, government officers, planning officers, social officers, development officers, general affairs officers, and empowerment officers. All the affairs inherent in the village administration must exist and be occupied by the officer's capability to carry out the duties and responsibilities. The fact that there were duties and responsibilities could not run well because the education of the village officers was mostly educated junior high school and senior high school.

Based on the above explanation, the roles and functions of the village organization were not effective and less able to carry out the main duties and functions of the government such as preparing, planning, prioritizing, implementing, monitoring and evaluating the village development programs.

4. Village Finance

Village finance is the rights and obligations for the implementation of village governance including all forms of property. It might be from the village's original revenue, regional budget and state budget. The implementation of village affairs became the authority of the village funded from regional budget, Central Government assistance and Local Government assistance.

Village governments were required to manage village finances in a transparent, accountable, participatory way. Transparent means openly managed while accountable means to be accounted for legally. Then, participatory means involving the society in the preparation.

The village head was assisted by the village financial management technical officer (PTPKD), the village secretary and other village officers to manage the village financial. The village secretary acts as the coordinator of the village financial management. However, the village cash holder is the village treasurer.

The village government, every year, is obliged to plan the village budget. It is the financing of annual development program organized by the village administration. The village's annual development program is conducted in medium-term development program (six years) which was called as the village mid-term development plan. This program is an elaboration of the village chief's vision and mission. After planning the mid-term plan, the village officers arrange the work plan of the village. This is the annual work plan of village government to organize the development and service programs in the village. The village secretary prepared the village regulation draft of village budget based on the village work plan.

The Village Revenue and Expenditure Budget were obtained from regional Government and central government assistance. The regional budget must be allocated to the villages, at least 10% of the budget. The implementation of financing activities was sourced from the allocation. The division of village budget is 3:7 which is 30% for the staffs and 70% for the society's empowerment. However, the village budget must be managed as well as possible based on its responsibility. The responsibility of budget management has been regulated in Law No.14 of 2014.

Below points explains the form report of finance management, as followed:

- a. Periodic reporting. It means the the budget management should be reported monthly.
- b. The budget final report. It includes the progress of fund management.

Thus, the village officers must manage and report the village budget properly. From some villages in Kampar regency, it is known that administrative officers and village financial administration are less able to carry out the duty of bookkeeping financial administration properly. This can be seen from the data of the budget use and unsynchronized previous report. This means that the use of village funds used for village development both in the previous year and in the current year is not yet integrated in the village budget revenue and expenditure book. Therefore, the village finance issue and the management of village budget management must be regular so that it can be a reference or guidance to plan the further village development program.

5. The Information of Village Governance and society Empowerment.

The implementation of Village administration is the duty and responsibility of the village head with his staffs. In fact, the information about village governance and the society empowerment is used as supporting data in preparing Village Development planning. The availability of government information data and empowerment activities to the society can provide convenience to citizens to obtain all services provided by the Village Government. Therefore, the importance of government and community empowerment data and information organized will greatly help the public to know the information either directly or indirectly.

The information of government administration and services to the society should be provided by the organizers because it will provide materials and inputs in the development plan well. The importance of the information is not only to make connections between the organizers and the citizens, but also more importantly the convenience of the villages to design the development planning based on complete, accurate and accountable data and information.

Based on the observations and interviews obtained in the field, the availability of village government information as well as the information of empowerment provided by each village in Kampar district is still incomplete. It is proven that the information media both orally and in writing, electronically and non-electronic is still an obstacle and not provided by the Village Government. In this case, the information should be obtained by the society to obtain services could not be fulfilled by the public.

VI. CONCLUSION

This research urgency was modeling participatory planning of village development in Kampar district. Yet, information and data mapping were needed to prepare village development planning. The preparation of village development planning could be effectively implemented if the supporting documents were complete and tighter. The data and information in the village facilitated the village planning officer in preparing the village development planning. The data and information needed include village profile, village administration, village organization and management, village finance and information about the governance and the society

empowerment. The finding of this study showed that the availability of data and information needed in the preparation of village development planning in 9 (nine) villages of Kampar regency is still incomplete and inaccurate so that the supporting documents for discussion about development planning is less effectively conducted. This is the reason of why the priority of village builders has not yet accommodated the problems and needs of villages in planning and implementing participatory village development in Kampar regency.

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