











# **Developing Innovation Hub** through Partnerships for **Inclusive Disaster Management: A Toolkit**

2023







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## **About CLIP IDEAKSI**

The "Community-Led Innovation Partnership" (CLIP), is a partnership committed to supporting the emergence of locally developed innovations to address humanitarian problems. IDEAKSI (an acronym for Ideas, Innovation, Action and Inclusion) as a manifestation of CLIP's commitment in Indonesia, seeks to find and develop innovative and inclusive solutions from community groups in managing disasters and climate change, especially for the most-at risk groups, including people with disabilities and the older people.



#### **CLIP** aims to develop:

- Locally relevant solutions designed and led by crisisaffected communities to meet their self-identified needs and solutions that are sustained, adopted or multiplied in their benefits.
- Local and community innovators value, share and feel competent in delivering change with creative, community-based and adaptive approaches to problem solving.

### **About Partners**



**Elrha** is a global charity looking for solutions to complex humanitarian problems. Its vision is a world that has the ability to reduce the impact of humanitarian crises. This body is an established actor in the humanitarian community who work in partnership with organizations humanitarians, researchers, innovators, and the private sector to overcome some of the most difficult challenges faced by people all over the world.



.Start Network is a global network of community-based organizations (NGO), consisting of more than 50 five national and international aid agencies continent. The mission is to create a new era of action humanity that will save more live through innovation, rapid funding, early action, and localization..

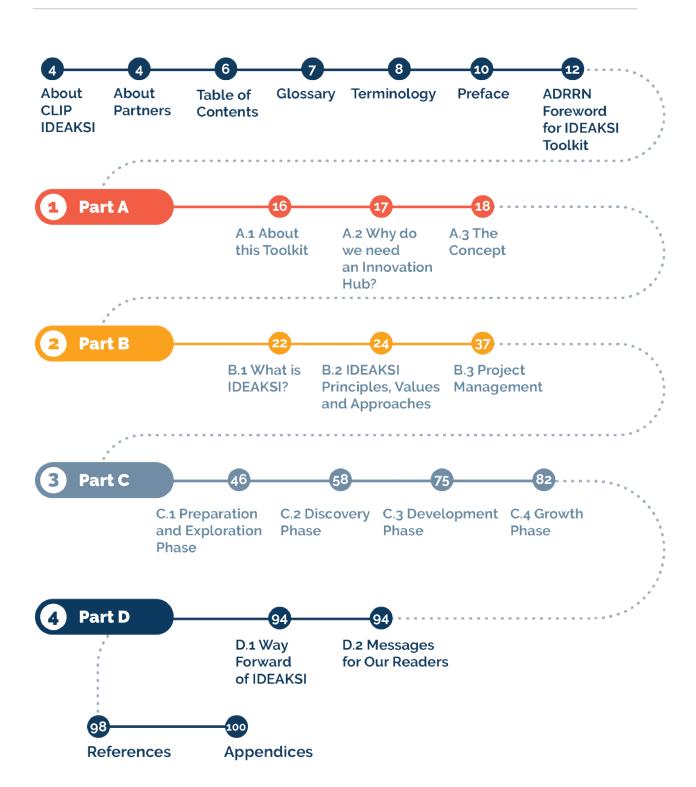


Asian Disaster Reduction and Response Network (ADRRN) is a network of civil society organizations nationally throughout the Asia-Pacific region. Since 2002, ADRRN has grown rapidly from the network which focuses on awareness of being a regional voice in advocacy and development issues capacity. The main goal is to promote coordination, information sharing and collaboration among civil society organizations and other stakeholders to strengthen effective and efficient crisis mitigation and response in the Asia-Pacific region.



YAKKUM Emergency Unit (YEU) is one of the YAKKUM work unit (Christian Foundation for Health General) with the main mandate of responding disaster emergencies and community preparedness initiatives. YEU has humanitarian service experience since 2001 and provides assistance to more than 300 villages, as well as partnering with parties, including disaster management actors, local government and based organizations communities, both in Indonesia and abroad. YEU works based on the principles of neutrality and impartiality so that it does not look at race, religion or group, and prioritize humanitarian interests for inclusive disaster management.

# **Table of Contents**



# **Glossary**

**a11y** accessibility in web development (allowing many people to use the website, with limited abilities)

**ADRRN** Asian Disaster Reduction and Response Network

**APMCDRR** Asia-Pacific Ministerial Conference on Disaster Risk Reduction

**BNPB** Badan Nasional Penanggulangan Bencana (National Disaster Management Agency)

**BPBD** Badan Penanggulangan Bencana Daerah (Regional Disaster Management Agency)

**CLIP** Community-Led Innovation Partnership (Innovation partnership for society-based/community leadership)

CIQAL Center for Improving Qualified Activities in Life of People with Disabilities

**CSO** Civil Society Organization

**DIFAGANA** Difabel Siaga Bencana (The Disability Disaster Preparedness)

EYD Ejaan Bahasa Indonesia yang Disempurnakan (Improved Indonesian Spelling)

FCDO Foreign, Commonwealth and Development Office

FGD Focus Group Discussion

FKWA Forum Komunikasi Winongo Asri (Winongo Asri Communication Forum)

**FPRB-GK** Forum Pengurangan Risiko Bencana Gunungkidul (Gunungkidul Disaster Risk Reduction Forum)

**GEDSI** Gender Equality, Disability and Social Inclusion

**GKJ** Gereja Kristen Jawa (Javanese Christian Church)

**KDD** Kelompok Disabilitas Desa (Village Disability Group)

**KPA DIY** Komisi Perlindungan Anak Daerah Istimewa Yogyakarta (Yogyakarta Special Region Child Protection Commission)

LSM Lembaga Swadaya Masyarakat (Non-governmental organization)

**IA** Inclusion Advisor

**IDEAKSI** Ide Inovasi Aksi Inklusi (abbreviation of Ideas, Innovation, Action, Inclusion)

Lansia Orang Lanjut Usia (Older People)

**LIA** Local Innovator Advisor

MEAL Monitoring, Evaluation, Accountability and Learning

**MRC** Merapi Rescue Community

**OPD** Organisasi Penyandang Disabilitas (Disability People's Organization)

PB Penanggulangan Bencana (Disaster Management/DM)

**PB Palma** Penanggulangan Bencana dan Pelayanan Masyarakat (Disaster Management and Community Services)

**PKK** Pemberdayaan Kesejahteraan Keluarga (Empowerment of Family Welfare)

PRB Pengurangan Risiko Bencana (Disaster Risk Reduction/DRR)

SFDRR Sendai Framework of Disaster Risk Reduction

**UNDRR** United Nation Office for Disaster Risk Reduction

YAKKUM Yayasan Kristen untuk Kesehatan Umum (Christian Foundation for Public Health)

**YEU** YAKKUM Emergency Unit

# **Terminology**



#### Hub

The definition of hub in this toolkit is an association forum of various communities. Aim for supporting community group for networking, developing ideas, spreading and promoting action to build community which cohesive and strong. Support in the form of financial and non-financial can be given to guide and empower the community towards better.



#### **Inclusive**

Literally, the term 'inclusive' (adjective) or 'inclusion' (noun) means the act of involving someone, being transparent, or embracing any differences and diversities.



#### **Innovation**

Innovation in this toolkit refers to humanitarian innovation on HIF–ALNAP (Obrecht and Warner, 2016). Innovation is an iterative process to identify, adapt, and disseminate ideas for increasing action of humanity.



# Innovator / Local Innovator Team

The innovators or Local Innovator Team are organizations or community groups that introduce new ideas, methods, or program through its innovation, and incorporated in IDEAKSI CLIP.



# Most-at risk groups

Is a part from the society that most affected by the crisis. Based on Inclusion Humanity Standards, individual factors such as age, gender, disability, law status, or health that restrict help access. Then, the most- at risk groups consists of person with disability, older people, and other risk groups (gender, age, and others).



# Disaster Management (DM)

Based on UNDRR, disaster managenet is the organization, planning and application of measures preparing for, responding to and recovering from disasters. Disaster management focuses on creating and implementing preparedness and other plans to decrease the impact of disasters and "build back better".



# Disaster Risk Reduction (DRR)

Disaster risk reduction is aimed at preventing new and reducing existing disaster risk and managing residual risk. all of which contribute to strengthening resilience and therefore to the achievement of sustainable development. A global, agreed policy of disaster risk reduction is set out in the Sendai Framework for Disaster Risk Reduction (SFDRR) 2015-2030

### **Preface**



As part of the Community-led Innovation Partnership (CLIP) program, IDEAKSI Innovation Hub was launched in 2021 by YAKKUM Emergency Unit, collaborating with Elrha, Start Network, and ADRRN Tokyo Innovation Hub and funded by the Foreign, Commonwealth and Development Office (FCDO). IDEAKSI started from the belief that local communities, especially those at risk to disaster, are able to develop innovative and beneficial solutions to the problems they identified. They need to be supported by adequate systems and environments to ensure accessibility, accountability and inclusion continue to increase in the context of humanitarian preparedness and response. IDEAKSI becomes the learning and collaboration hub among communities and various actors.

The activity series of IDEAKSI is carried out in four stages: preparation and exploration phase, discovery phase, development phase, and growth phase. Even though these stages seem linear, but in reality, it is an iterative process where the ideas collected, actualized, tested, and improved. Moreover, society as the user can assess the added value of the innovation, how it is capable to solve the problems, and to what extent the benefits are felt. Therefore, empathy and critical thinking are important in the innovation process.



This toolkit is prepared based on IDEAKSI's journey and learning process as an innovation hub. It is intended for innovation activists and humanitarian practitioners with the hope that humanitarian innovations involve not only identifying gaps and developing solutions, but also ensuring the innovation processes run inclusively. It is expected that this toolkit will be able to serve as a guide and provide an overview of each stages in the innovation process, as well as role that can be played as an innovation hub.

Finally, YEU would like to thank all partners, mentors and advisors and technical reviewers of IDEAKSI, who have worked together in IDEAKSI so IDEAKSI now has tools, devices and guides that have been tested o be relevant, effective and efficient to achieve the expected vision, therefore it needs to be disseminated as a reference and lesson. Specifically, we also express our appreciation and thanks to U-INSPIRE Indonesia who were involved in preparing these guidelines. Hopefully this toolkit benefits are felt for all parties, especially for the most at risk community in disaster-prone areas in Indonesia.

Debora Dian Utami N.
Director of YAKKUM Emergency Unit



# **ADRRN Foreword for IDEAKSI Toolkit**



The Asian Disaster Reduction and Response Network (ADRRN) is a network of civil society organizations in the Asia region. Established in 2001, it aims to transform Asia to be the most resilient region by 2030, a direction clearly stated in its Strategic Plan 2021-2030. Strategy 2030: A Resilience Movement for Asia. Significant transformation of resilience in the region is still required given its status of being the most disaster-prone region in the world. ADRRN continues to play a key role in the Asian humanitarian ecosystem, through the work of its members, strategic partners and wider stakeholder network.

One of the key approach we emphasize is innovation, particularly solutions planned and implemented by local organizations and communities. We aim to foster a cross-ADRRN innovation mind-set, challenging 'business as usual' and looking at innovative ways of solving the unsolved, particularly the factors which turn hazards into disasters.

IDEAKSI is a flagship innovation program led by YEU, with stakeholders and communities in Indonesia. We are extremely proud of the role YEU is playing, as an amplifier of voice and capacity of local communities. We believe the toolkit presented here will further enable the communities and local organizations to assess the root causes of problems, research the unknowns, and to ideate to produce solutions to their pressing issues. These locally-led efforts are significant driver in the adaptation aspiration the world has, in this era of new normal compounded by multiple risks including the climate change. Welcome to the movement.

Takeshi Komino
Vice President of ADRRN





**PART A:**Introduction







# **About this Toolkit**

This toolkit is a collection of methodologies and tools in developing leadership-based innovation partnerships community for inclusive disaster management (DM) at the local level. The content is prepared based on the experience of IDEAKSI, a DM innovation hub in Special Region of Yogyakarta, Indonesia, during 2021-2023.

#### What

This toolkit showcases the methodologies, tools, and activities implemented in building the innovation hub, with the examples carried out in IDEAKSI.

#### Who

This toolkit is expected to guide various parties interested in developing innovation hubs and implementing humanitarian-based innovation community with local leadership. It will also guide them to conduct effective, comprehensive, and inclusive disaster management, by ensuring all elements of society are meaningfully engaged, including the older people, people with disabilities, and other high-risk groups.

#### How

To get started, readers need to understand the importance importance of an innovation hub along with principles and various concepts used in IDEAKSI. Furthermore, Readers can learn the necessary steps, while exploring various methods or tools used in IDEAKSI. Sample case or discussion of certain concepts can be seen in a textbox. Of course, readers who wish to apply the approach set out in this book need to adapt it to their local context and problems.





# Why do we need an Innovation Hub?

Indonesia is a country prone to various disaster threats and had developed experiences in disaster management. Diversity community and local power practices are a major modality strengthening inclusiveness in disaster management in Indonesia. With the increasing threat of the climate crisis which has a direct impact on society in site level, disaster management requires an innovative approach that can strengthen the capacity of local actors. Various local-led based innovations needs to be encouraged and provided assistance so it can be a sustainable solution. The presence of an Innovation Hub is very important to become a forum for strengthening society at the local level as well as in creating a conducive innovation environment in the region.

#### Generally, the innovation hub plays a role in:

- Providing support to each local innovator team development of 1 innovation, both financially and non-financially
- Creating learning spaces for various local innovations, connecting local innovators with the right mentors, and bridging knowledge exchange between the teams
- 3 Bridging communication between various parties and the team innovator
- 4 Ensuring that society is not only benefits, but involved inclusively in planning, implementation, and monitoring innovation activities
- Creating systems that support increased accessibility, accountability, 5 and inclusion of most at risk groups in Disaster Management innovation
- Carry out collective advocacy in realizing inclusive Disaster 6 Management based on community leadership/community-led
- Promote achievement and learning

The support provided in the form of this "hub" has proven to be effective in building trust between the parties involved and ensuring meaningful participation from the most-at risk groups to achieve an inclusive Disaster Management in Indonesia.



# **The Concept**



# Community-led

(Community Leadership based Approach)

An approach to engaging active society/community in each process, decision, action, and communication. Community/community-based approach with this local leadership is not only a service model but is a way of thinking and sustainable practice that defines principles and values that are growing in the community. At CLIP, an innovation approach based on community leadership has had the impact in creating new spaces that encourage community activity, sustainable development and collaboration.



# **Humanitarian Innovation**

Humanitarian innovation has main principles as "an iterative process of identifying, adapting, and disseminating ideas to improve humanitarian action." (HIF-ALNAP, Obrecht and Warner, 2016). The innovation is not limited to adopted, replicated or continued







forms, but also includes newly developed forms. The learning process at CLIP was successfully identified and formulated in four dimensions of innovation, namely:

- 1. Led by society/community,
- 2. Trust and a supportive environment,
- 3. Ecosystem thinking and collaboration,
- 4. Adaptive approach.



# **Innovation Hub**

Based on most of the literature, innovation hub is a space that accommodates collaboration and iterative learning. Innovation hub plays a role in supporting innovative solutions, including community-led disaster management innovation programs. Through these roles, innovation hub has greater opportunities to mainstream inclusive approaches at every stage of the innovation process and create an environment that encourages inclusive, and communityinitiated disaster management innovation.



PART B:
IDEAKSI,
an Innovation Hub
of Inclusive Disaster
Management







# What is IDEAKSI?



IDEAKSI (Idea Innovation Action Inclusion) is a hub initiated by the YAKKUM Emergency Unit (YEU) for local communities in the development of innovative solutions for inclusive disaster management, especially for the most-at risk groups. IDEAKSI has been started since 2021 in the Special Region of Yogyakarta, involving fifteen local innovators in the discovery phase, which was then filtered into nine local innovators who received grants in the development phase (prototyping) and then filtered to four local innovators in the growth phase (scaling up) which received additional grants.\*1



IDEAKSI has become a platform for teams of local innovators to propose, test, implement and ensure the sustainability of their inclusive solutions in disaster management for the most-at risk groups, such as people with disabilities and the older people.



IDEAKSI activities are carried out by YEU through support from Elrha, Start network, the Asia Disaster Reduction and Response Network (ADRRN), Tokyo Innovation Hub, with funding from the UK Foreign, Commonwealth, and Development Office (FCDO). IDEAKSI is the embodiment of the project partnerships for Community Based Innovation or "Community-Lead Innovation Partnership" (CLIP) in Indonesia. CLIP was implemented in Guatemala, the Philippines, and Indonesia.

<sup>1 \*</sup>Currently IDEAKSI is growing and will add several teams of local innovators in both regions Special for Yogyakarta, Special Capital Region of Jakarta, Central Sulawesi and East Nusa Tenggara. \*since 2023, CLIP is also implemented in South Sudan



# The expected achievements through IDEAKSI are building innovations that:



Overcoming barriers for people with disabilities and other at-risk groups to participate actively, and have capacity for disaster response and preparedness.



Increase the effectiveness of emergency response and disaster risk reduction initiatives.



Encourage the involvement of people with disabilities and other at-risk groups in the coordination and policy-making process related to disaster management.



# **IDEAKSI Principles, Values and Approach**

Through IDEAKSI, various supports are provided to create an environment that supports the development of innovation and encourages openness to new ideas with diverse points of view.

#### The principles and values of IDEAKSI as an innovation hub are:

- Encouraging equal partnerships with various actors (local communities, institutions related to inclusivity, religion institutions, government, academics, NGOs and media);
- Encouraging a community-based approach in each process;
- Providing space for exchange knowledge and consultation;
- Encouraging the perspective of Gender Equality, Disability, and Social Inclusion (GEDSI), as well as facilitating inclusivity in every activity:
- Implementing the Humanitarian Code of Ethics and Protection of Children and Vulnerable Adults (Safeguarding): Understanding of protection for children and vulnerable adults is developed and provided to innovators and parties that carry out activities with the community. This commitment was built and carried out to prevent, report and respond to exploitation, abuse and harm to children and adult beneficiaries done by staff and colleagues through the implementation of the principles on transparency, partnership, proportionality, prevention, protection and empowerment.
- Rearranging the perspective of humanitarian innovation from a colonial paradigm to values that are a shared commitment based on community leadership/community-led.



# IDEAKSI implements the following approach in providing support to innovators:



#### Design Thinking

In the development of innovation and innovation hub, IDEAKSI implements the design thinking process (textbox. 1). Design Thinking is an approach or method of problem solving in thinking and working creatively and focusing on the human aspect (beneficiary), which is carried out iteratively or repeatedly. By following the design thinking mindset, managing innovation and innovation hub is expected to produce solutions that are more relevant, effective and have a positive impact on society.



# Partnership and Networking

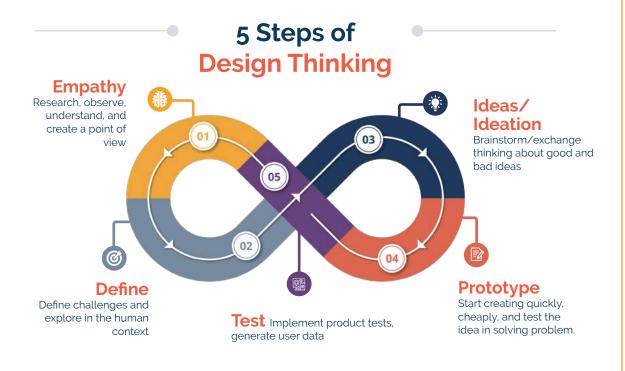
IDEAKSI builds partnerships in internal innovation hub (local innovators, innovation hub managers/YEU, and donors) and ensures that the function of the innovation hub and the impact of innovation are optimal. As an innovation hub, IDEAKSI develops networks with various parties and continues to collaborate with Pentahelix. Various workshops, presentations, seminars and conferences have also serve as platform for innovators to build networks widely.

#### Box

# **Design Thinking in Development Innovation Project**

**Design thinking** is a method or approach used for practical and creative problem solving with main focus on users. Design Thinking will help understand what user needs are, find "what might happen" and produce the most effective solution/idea from a problem to meet those needs. The process in design thinking is discovery, validate, and find appropriate solutions to be implemented and sustainable.

In general, the design thinking framework consists of five stages: the first four stages are empathize, define, ideate, and prototype, while the fifth stage is a test.





Picture 5. Five (5) Stages of Design Thinking

To be able to guide the community to come up with innovative ideas based on community leadership, IDEAKSI uses a *design thinking framework:* 



# **Empathize**

This stage is related to understanding and empathizing with the needs and perspectives felt by society and communities. In IDEAKSI, this stage is realized through an initial idea review, where the innovation hub and innovators are expected to understand the threat of disaster, perceived problems, and the needs of the community, especially the most at risk groups in the location where they live. This stage begins with using a disaster risk assessment tool so that the community is able to calculate the highest and most frequently risks in their area. By generating empathy, for example how people with visual disabilities can self-evacuate when a flood occurs. It is expected that the community can come up with solutions to overcome the problems together in their community.



#### Risk assessment

Methods for analyzing potential hazards and evaluating existing vulnerability that may pose a threat or endanger people, property, livelihoods and the environment on which communities depend.

## **Vulnerability** Risk = Hazard Capability





# **Disaster Risk Assessment**

	Hazard/ Threat	Possibility of Occurrence	Impact Estimation	Total Value

#### **Possibility of** Occurrence

Value 1: Very unlikely to

Value 2: Slight possibility

o occur

Value 3: Very likely to

Value 4: Definitely occur

#### **Impact Estimation**

Value 1: not critical

Value 2: a little bit critical

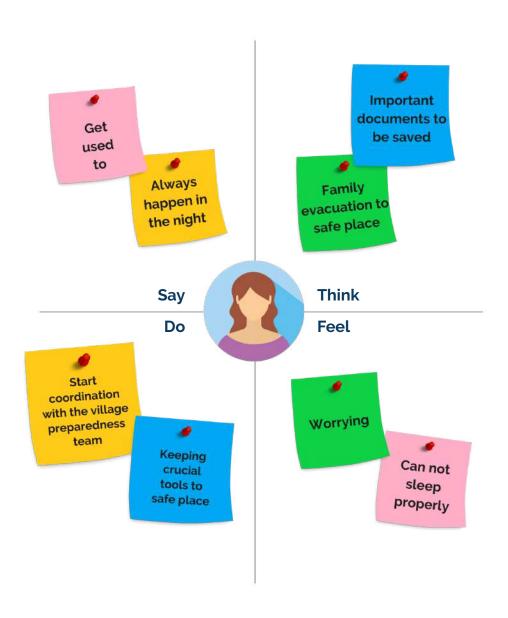
Value 3: critical

Value 4: very critical

#### Activity - Empathy Map

- **1.** Map the types of disaster threats experienced by the community or society.
- 2. Provoke their empathy by asking their opinion when the flood occurred (say), what they thought (in their mind), what they did during the flood, and what they felt (emotional feelings)

# **Example: Flood**





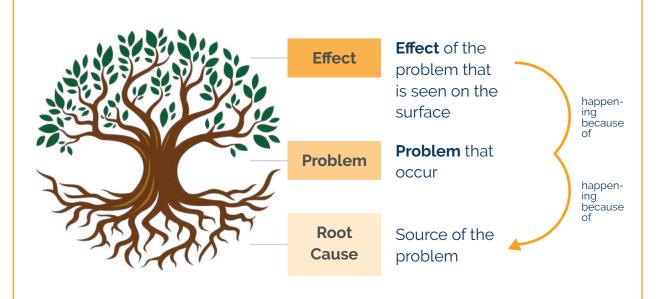
# **Define**

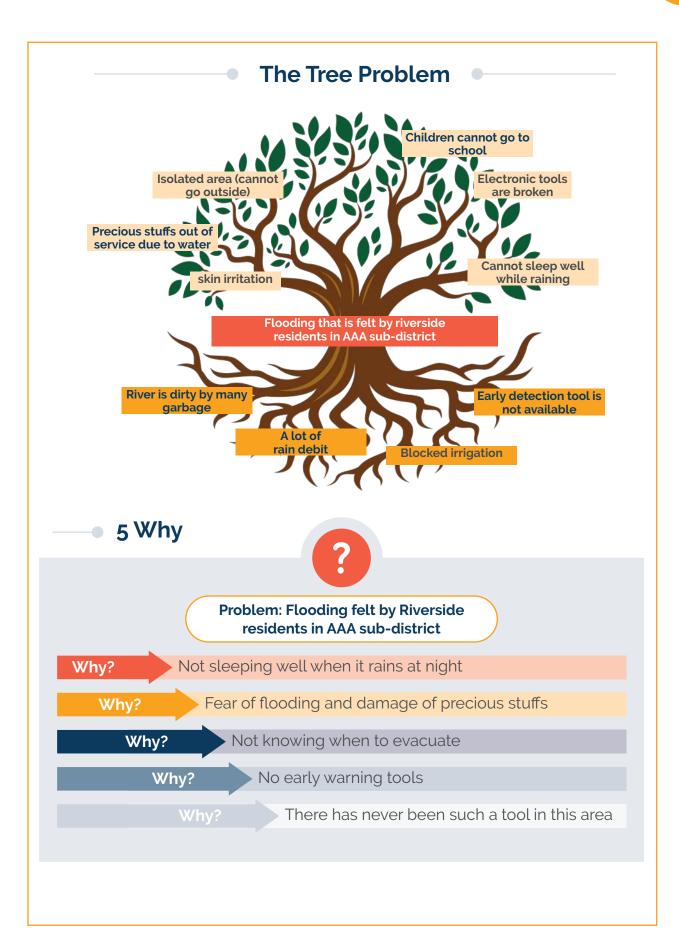
This stage is related to clarifying and defining the problem or challenge to be solved. Once the threat is mapped and connected to the empathy they feel, they can focus on finding the problem they want to solve.



• The Problem Tree and the 5 Whys

# Defining the root cause of the problem using The Problem Tree







#### Ideate

This stage is related with generating creative and innovative ideas to solve existing problems or challenges that previously defined



#### O How Can We

Making an "Empathy Problem Statement" clear and complete. Then change it to "Questions" that trigger creative ideas.



**AAA** Beneficiary/Society

**BBB** Hazard/threat of

disaster

**CCC** How to (solution)

**DDD** Concrete changes that want to be achieved

How Can We (BKB)

**BKB** helps **AAA** for **BBB** with **CCC** so **DDD**??



#### **How Can We**

How can we (BKB) help people with disabilities and most at risk on the AAA riverside to be prepared to face floods by providing early warning so that residents can prepare and evacuate earlier



#### Identify who will experience the change as a result of our solution

Stakeholders	Innovation Users
The person who feels changes from activities and our solution.	The person who feels changes from activities and our solution.

?

#### **Innovation Users**



The community who experiences flooding

#### **Stakeholders**

Governance

The community around

The Environmental Protection Agency

The Meteorological, Climatological, Geophysical Agency

**Private sector** 

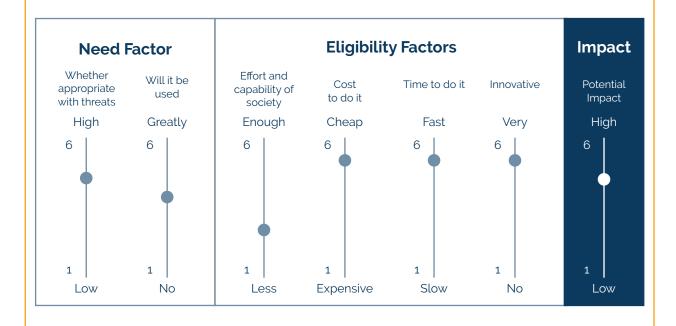
Regional Disaster Management Agency

# Ideation (Creating Ideas)



- BKB answered, focusing on "what Possible" not "what is requested/that has been proven to work."
- **b** Number of ideas > Quality of ideas.
- c Draw, imagine, tell...
- O Invite all community representatives to ideation (create ideas).
- Each representative creates ideas and present them.
- O Don't kill/criticize ideas too quickly.
- O Draw on the paper your solution idea, tell it and describe how users in society will use it and why the idea of innovation can solve the disaster problem.

Select 1-2 solution ideas based on a clear and agreed assessment by group members and given a rating of 1 to 6. 1 is the lowest and 6 is the highest.





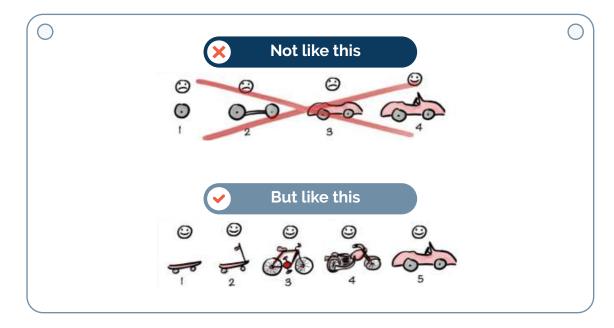
# **Prototype**

This stage begins with designing and testing the easiest and fastest prototype/sample of innovative solutions to explain ideas obtained from the ideation process.

# Making example



- a Prototype/
  Example is made not to solve problem directly, but to learn more deeply
- b How is the fastest and easiest way to create prototype?





#### **Test**

The purpose of this stage is to test the prototype model to the wider community in their respective areas to see the reaction.

#### **Trials**

- Test your solution as early as possible with users even if in the form of an example
- Create "experiments" to learn how users respond to your solution
- Make an assessment



#### • Experiment

- 1. Create an experimental plan to prove "whether the solution that we make in the form of an example can solve society's problems?
- 2. Present examples of innovation to the wider community.
- 3. Don't ask their opinion, but observe their response. After that, discuss what they felt when using the solution...
- 4. If possible, measure and compare with the baseline / initial assessment



## **Project Management**

Project management component in developing IDEAKSI as an innovation hub is as follows:



Funding and
Assistance
During the
Process

Sufficient and appropriate financial support and accommodation during the development of the innovation process is provided to participated innovators team. Support is also provided through mentoring and peer-to-peer assistance tailored to the needs of the innovator team, technical assistance in financial management, and monthly reflection. Mentoring strategies also considering the dynamics of innovation hub that occur during process (textbox. 2 regarding examples of IDEAKSI dynamics).



Study and Knowledge Management Various studies were carried out before and during the implementation process to understand what needs to be done in considerations to develop innovation hub. IDEAKSI continues to encourage the innovator team to carry out documentation processes, reporting, periodic reflection, and knowledge management properly. Various learning documents are expected can be accessed publicly.



**Capacity Building** 

Various training and capacity building are provided to local innovators to support the implementation and sustainability of innovation. Materials are provided according to needs, such as materials project management, strengthening financial accountability, and community journalism.



Monitoring, Evaluation, Accountability and Learning (MEAL) IDEAKSI builds a monitoring, evaluation, accountability and learning reflection (MEAL) system which is equipped with a complaint / feedback mechanism to obtain input for improvement (textbox.3). MEAL is implemented routinely in the form of reporting, joint reflection and field visits. Regular field inspection activities aim to obtain direct information from beneficiaries, find out the conditions and environment where innovation is implemented, and hold discussions with multistakeholders, including women and children.

### Box

### **Good Practices**



### **Dynamics in an Innovation Hub**

Working with the community, we often find various dynamics and changes that differ from the plan. Therefore, IDEAKSI as an innovation hub is always trying to be adaptive and flexible following changes that occur in the field with the community. IDEAKSI, as an innovation hub, is necessary to always learn and evaluate the improvement process. The following is an example of adaptation practice for project implementation innovation at IDEAKSI.



Ngudi Mulya reports that more youth is needed to be involved in their innovation implementation process. So YEU recommends reaching out more youth using social media platforms. This was welcomed by the Ngudi Mulya farmer group that took the initiative to organize ana short Instagram video competition to attract more youth. This activity is an additional activity outside their initial innovation activity plan.



Flexibility in financial management is a good thing in this partnership. Additional grants were awarded to the Ngudi Mulya Innovator Team and CIQAL in growth phase based on the needs of the innovator teams. Additional fundings were awarded to both innovators due to significant progress in implementation of Ngudi Mulya and CIQAL innovations in the scale-up phase. Ngudi Mulya and CIQAL also report on these needs for further innovation development: an agricultural laboratory and learning center for youth in Ngudi Mulya, and a review and dissemination event for CIQAL partner village contingency documents.

**Box** 

3

## **Good Practices**





## **Feedback Mechanisms Practice**

The feedback mechanism in IDEAKSI is implemented in line with core humanitarian standards, where the humanitarian services provided are open and receptive input/complaints from the communities they serve or collaborate with. For example, every IDEAKSI activity will carry a banner for reporting/complaint information.

This mechanism is not only carried out at IDEAKSI as an innovation, but also passed on to innovators to apply to their innovations. Innovators receive training regarding feedback/constructive criticism mechanisms to support innovators in capturing and obtaining input from the community regarding their services and innovations.



### The advantages and benefits of considering feedback and public perception is:

- O build good relations and balanced power dynamics between society/community and the innovator team;
- O allows for adaptation to innovation during the process;
- O provide appropriate support and strengthen team capacity need;
- O build a sense of ownership and trust among all parties involved.



Information that needs to be included in a feedback mechanism forms or posters are:



• This form and the poster serve as an example of the complaint and alleged violation mechanism. The forms are designed to be simple and adaptable to the innovator's context. Additional information is also available through the innovator team's social media channels.







PART C: Implementation Stage





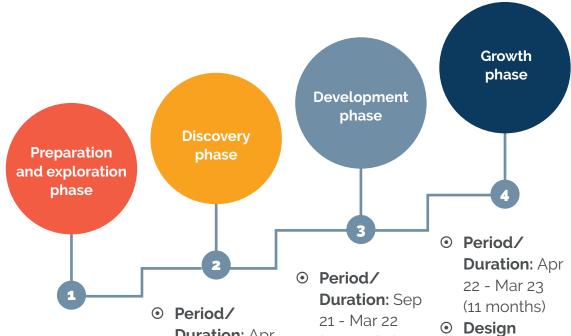
This section provides a step-by-step guide to creating an inclusive disaster management innovation hub with local innovator teams. The guide is formulated from learning outcomes and examples of activities that have been implemented through IDEAKSI.

IDEAKSI adopts the concept of Design Thinking both in the development process of the innovation hub and individual innovation development process of each local innovator. This concept of design thinking in innovation hub is applied throughout four (4) project phases for a period of two years.





The following diagram shows the flow and general description of each phase:



- O Period/ **Duration**: Apr 20 - Mar 21 (11 months)
- Design Thinking: Empathize, - Define.
- O Activity: Preliminary Study / for Strengthen Innovation **Hub MEAL** Plan

- **Duration**: Apr - Aug 21 (4 months)
- Design Thinking: Ideate
- O Activity: Socialization and Selection Strengthening Capacity MFAI Assessment
- (6 months) Design
  - Thinking: Prototype - Test.
- O Activity: Innovation Prototyping Assistance Strengthening Capacity **MEAL** Assessment
- Thinking: Scale up
- O Activity: Innovation Scaling-up Assistance Strengthening Capacity MEAL Assessment



## **Preparation and Exploration Phase**

In the preparation and exploration phase, IDEAKSI focuses on carrying out preparatory activities to strengthen IDEAKSI as a hub for innovation and conducting preliminary study of community conditions in Yogyakarta.



## **Preliminary Study**

IDEAKSI together with partners conducted a study or scoping study related to the general picture of the humanitarian system in Indonesia. It aims to assess the extent of the community-based approach that has been implemented in the humanitarian system in Indonesia.

IDEAKSI as an innovation hub also consults with public/ community through surveys involving representative of people with disabilities, the older people, women and young people. The purpose of this community consultation is to ask for community perspectives regarding existing DRR problems and solutions. And also about risk priorities, risk governance, losses and trends disasters, as well as a conducive environment for management disaster. Initial study tools for this community consultation activity can be seen in Textbox 4.



## **Strengthening Innovation Hubs**

In strengthening innovation hub, IDEAKSI carries out various activities preparations include:

- Preparation of the innovation hub management team,
- Recruitment of advisors or consultants, including Technical Reviewer, Local Innovation Advisor (LIA), and Inclusion Advisor (IA).
- Preparation of plans to strengthen capacity of innovator team to ensure capacity building related to humanitarian innovation and appropriate with innovators' needs





## Monitoring, Evaluation, Accountability and Learning (MEAL) Plan

Monitoring, evaluation, accountability and learning plans for discovery, development and growth phase are carried out to ensure accountability, safeguarding, as well as mentoring for innovators can run optimally.



## **Learning and Challenges**

Community consultation in this phase was carried out with respondents around Yogyakarta, but not included in the region of the innovator team selected in the next phase. Generally, the results of the consultation provide new perspectives and learning about inclusive disaster management in Indonesia.

Box

## **Community Consultation**

Community consultations regarding inclusive disaster management were held in January – February 2021 with the aim of collecting data and exploring information related to threats, obstacles, and expected solutions by society and community as well as producing data that represents various perspectives on community level.

This activity was carried out during the COVID-19 pandemic and the questions in the consultation session were adapted to the context at that time. Implementation is carried out by complying with health protocols. This consultation can be useful as an initial baseline in project implementation so that these data become base evidence for analyzing challenges and role of community participation in disaster actions in their area.

## **COMMUNITY CONSULTATION**



a	Part I : Contexts				
1.	Enumerator Name				
2.	Village Name and Area				
3.	City/District and Province				
4.	Survey Date/Group Discussion				
5.	Number of group participants		people		
6.	Group of respondents (see in the available box, thick that is appropriated, or if done collectively fill in according to the	O <b>1</b> Male	Fer	nale	Children and
	number of people answered)				Teenagers
		0			0
		m			Ġ
		Older People wi people Disability			
					-

7. Occupation (see in the available box, thick that is appropriated, or if done collectively fill in according to the number of people answered)	Farmers/ farm workers/ Government employees  Civil Servants / Government employees		-	Private mployees		
				_		O other,
8. Age (numbers of people per age group)	years people	years	yea	rs	70-79 years	80+ years
9. Level of difficulty (see in the available box, thick that is appropriated, or if	Difficulty of vision even though wearing glasses:					earing
done collectively fill in according to the number of people answered)	O O  None A little difficulty of		A lot Extremely difficulty difficulty		have	

2. Difficulty of hearing even though wearing assistive devices:							
0	0	0	0				
None	A little difficulty	A lot difficulty	Extremely have difficulty				
3. Difficulty with mobility or climbing stairs (without assistive devices):							
0	0	0	0				
None	A little difficulty	A lot difficulty	Extremely have difficulty				
Note: using tools/no	ot using (cross out what i	is not necessary)					
4. Difficulty of n	nemorizing or conce	entrating:					
0	0	0	0				
None	A little difficulty	A lot difficulty	Extremely have difficulty				
5. Difficulty care dressing	rying out of indeper	ndent self-care sucl	n as bathing,				
0	0	0	0				
None	A little difficulty	A lot difficulty	Extremely have difficulty				
6. With daily language, difficulty of communicating (understanding/being understood)							
0	0	0	0				
None	A little difficulty	A lot difficulty	Extremely have difficulty				

10. Have you or your family ever been/are currently infected with COVID-19?	Yes O No	11. Does conflict frequently occurs in the family during this pandemic?	Yes O No
		Related to?	
12. Have you ever experienced/ heard/know of stigma/ discrimination/ negative views due to COVID-19?	Yes O No	13. Is there any stigma or discrimination experienced when you accessi for COVID assistance?	Yes O No
Related to?		Related to?	
14. Is there any stigma or discrimination experienced when you access for COVID information?	Yes O No	15. Are there community activities in your village to reduce the risk of disasters or the impact of climate change?	Yes O No
Related to?		Related to?	

<sup>\*</sup>This question adapts to conditions during a pandemic. Feel free to adopt and adapt the questions that suit your context.



## **b** Part II: Local Risk Profile

Ask what major risks/threats	(both	environme	ental,	social,	econo	mic a	and
political) community:							

## O Frequency-Impact Matrix

Frequency	Rarely (biannually or more)	Often (at least once a year)	More often (at least once in every 6 months)	Always (at least every month)
Very strong Impact				
Strong Impact				
Several impact				
Small impact				

C

### Part III: Risk Assessment

1.	What 3 difficulties have you experienced due to the threat of disasters
	in your region?

2. Apart from the threat of disaster itself, are there other things that impact your life?

3. What do you hope to solve the problems that you felt?

Risk/Threat #1	3 of the most felt impacts:	3 of the most perceived obstacles	3 of expected solutions:
	1	1	1
	2	2	2
	3	3	3
Risk/Threat #2	3 of the most felt impacts:	3 of the most perceived obstacles	3 of expected solutions:
	1	1	1
	2	2	2
	3	3	3

Risk/Threat #3	3 of the most felt impacts:	3 of the most perceived obstacles	3 of expected solutions:
	1	0	1
	2	2	2
	3	3	3

Loss trends: How have disaster losses (lives, assets, livelihoods, etc.) changed over the past 5-10 years?

1	2	3	4	5
Loss	Loss	Loss is	Loss	Loss
decreasing	decreasing	the	Increasing	Increasing
drastically	slightly	same	slightly	drastically

Future outlook: What are the three most significant risks/threats that you think the younger generation will will face as they grow older? (risks/threats can be the same as they are currently facing)

1			
2			

3

C

# Part IV: Risk Management Governance that Inclusive and Supportive

Have you ever been involved in assessing disaster risk or climate change impacts?
2. Have you ever been involved in planning for reducing disaster risk or climate change impacts?
3. Do you think there is a regional/village development plan that consider the risks faced by community?
<b>4.</b> Have you ever been involved in implementing disaster response or DRR actions?
5. Is there a process that makes it easier for citizens to speak up about the issues/complaints to the local government or other parties regarding disaster response or risk reduction action?
6. Can you get information from the local government regarding actions to reduce risks/threats and the impact of climate change?

7.	Where do you usually get information related to disaster risks/threats or impact of climate change?
8.	Can you obtain assistance (funding, materials, equipment, assistance) from the local government or other parties for disaster response or managing risks/threats?
9.	From your experience, how do you obtain assistance (funding, materials, equipment, assistance) from the local government or other parties for disaster response or overcoming risks/threats?
10	.The most challenging and supporting factors

What are the three factors that hinder and support you the most to be involved in the related decision-making process of risks/threats? (example: not being able to attend the meeting because of work, not having the opportunity to speak, the meeting time coincides with other activities, the meeting location is far away, there is no transportation to the meeting location, not invited, accessibility to provide input, etc.)

Hindering factors to participate	Supporting factors to participate
•	1
2	2
3	3



## d Part V: Conclusion

Use the box below to record observations and other statements



**Observations / Statements** (to strengthen the results of the consultation)



## **Discovery Phase**

In this phase, IDEAKSI conducted socialization and selection to find fifteen (15) innovators. Furthermore, these fifteen innovators were given capacity building to shape idea perfectly. Research/studies to support innovation hub and MEAL are also conducted parallelly.



### **Socialization and Selection**

IDEAKSI conducted socialization and selection for concept note forms of the community-based innovation. After filtering to fifteen (15) innovators, they are awarded a series training to strengthen their innovative ideas. Furthermore, these fifteen (15) innovators were further selected to become ten (10) innovators who will later receive funding and assistance in the first stage of innovation (prototype). At the scale-up stage, innovations that have been developed were selected again to select four (4) innovations that will receive the second stage of funding for innovation growth.

### • The selection process throughout the IDEAKSI process consists of:

- 1. Select the Completeness of the Concept Note Form
- 2. Selection of Prototype Funding Proposals by the Technical Reviewer, LIA and IA Team
- 3. Selection of Scale-up Funding Proposals by innovation hub managers and donors

This selection process is carried out using an assessment instrument jointly developed and assessed directly by the innovation hub manager (YEU) and donors, who work together with a local team of technical reviewers (experts), local innovation advisor (LIA), and inclusion advisor (IA). The selection instrument can be seen in the textbox.5

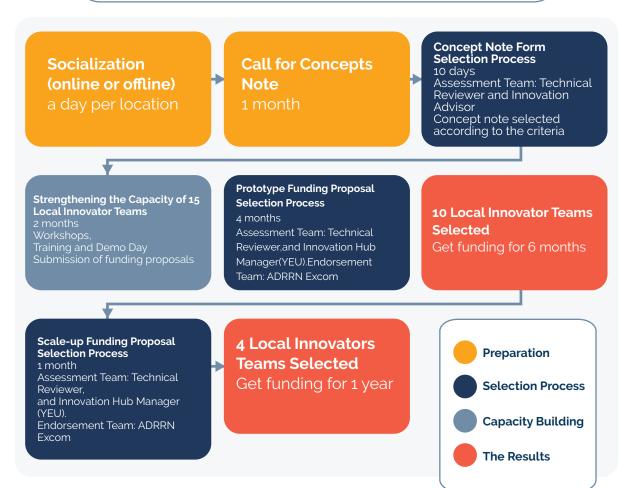
### **Assessment Indicators**



- **1. Technical Reviewers:** experts who represent the perspectives of parents, government, disability, product design experts, academics
- 2. Local Innovation Consultant (Local Innovator Advisor): assisting innovators in technical matters and innovation development at IDEAKSI.
- 3. Inclusion Consultant (Inclusion Advisor): assisting innovators to ensure inclusiveness in the development of innovation at IDEAKSI.



## The flow and stages of selection are described in the following diagram:





## **Strengthening the Capacity of Innovator Teams**

In this discovery phase, IDEAKSI conducts a series of sessions capacity increase, as follows:

- First Innovation Workshop Identification of Disaster Management Problems in Yogyakarta. In the workshop, the innovator team was asked to present and discuss of identifying the root causes of problems and why it needs to be solved.
- Second Innovation Workshop Knowledge Mapping, Actor Mapping, and Research Planning. Fifteen (15) innovators carried out knowledge and actor mapping. Additionally, fifteen (15) innovators learned and shared about field research involving the beneficiaries of innovation. The methods used were observation, FGD and interviews. A team of innovators also developed a field research plan to explore deeper information and explore community perspectives on their innovation plans.
- Third Innovation Workshop Analysis of Research Findings and Innovation 3 Business Models. The material in this workshop is a business model innovation training session. The innovator team also presented findings and results field research that is conducted.
- Fourth Innovation Workshop Community-Based Innovation Partnership and Development of Innovation Proposals. There are special mentoring sessions with experts on relevant issues according to the innovation ideas of the innovator team. Then, the mentors provide observation notes and feedback for each team to improve their innovation.
- Demo day Pitching Local Innovators. Demo day aims not only to select ten 5 (10) out of fifteen (15) innovations, but also to explore opportunities for cooperation and support from various parties, both government, private sector, CSOs and the community as partners, investors and potential network candidates. IDEAKSI invites central and regional governments, experts on relevant issues, NGOs, media and the private sector to attend a demo day. During demo day, each team of innovators presented a three (3) minute pitching video for review by experts with the opportunity to respond to the feedback provided.



## Study

In this discovery phase, IDEAKSI also conducted studies related to "Scoping Study of Systems and Landscapes Inclusive Humanity in Indonesia" and "DRR Innovation Mapping which is inclusive in Indonesia". Objective of this study is to obtain an overview of disaster innovation that already apply the principle of inclusivity in Indonesia. The results in this innovation mapping are used as a reference in assessing the novelty of innovation proposed by potential local innovators in IDEAKSI.



#### Further reading:

https://yeu.or.id/in/ publikasi-pembelajaran.html "Scoping Study Sistem dan Lanskap Kemanusiaan yang Inklusif di Indonesia"

https://yeu.or.id/en/ ideaksi-clip.html (2022):"Pemetaan Inovasi PRB Inklusif di Indonesia"



# Monitoring, Evaluation, Accountability and Learning (MEAL)

MEAL is carried out by asking for feedback from all innovator regarding the overall process at the end of the phase.

- Community perception survey to the involvement and benefits of innovation for the community in the implementation area (box 8)
- Survey of innovators' perceptions to see whether the support and collaboration provided by the Innovation Hub has supported the implementation of innovations by local innovators
- Feedback and reports from local innovators to record developments in innovators' activities, challenges, good practices, pivots / changes made to the innovations, collaborations and support needed
- Recap of data sorting direct beneficiaries



### **Learning and Challenges**

Some of the challenges and lessons learned during the discovery phase, especially during selection, are:

- There is a significant gap in the development of concept notes and proposals among innovators, especially when compared to those with NGO and academic backgrounds. To bridge this gap, each team held a proposal development and budget assistance session, so that potential innovators could provide clear explanations and show important parts of the innovation idea to the assessors.
- Integrating ideas, creative problem solving, renewable, transformative, and inclusiveness into disaster management innovation is guite challenging. So innovation needs to be elaborated to the community directly based on the locus and/or type of hazard or vulnerability.
- Encouraging potential innovators to think outside the box, by emphasizing "how the idea of innovation is not only sustainable, but also can be scaled up or replicated across areas or other contexts"

Box

## **Selection Instrument**

The selection instrument of discovery phase for a local innovator team is carried out using various criteria.

There is a general explanation of the criteria and assessment tools for selecting funding proposals for the prototyping phase is as follows:

**Tabel 1. Prototype Phase Selection Instrument** IDEAKSI 2021-2022











1 Unclear 5 Poor 10 Average 15 Quite Good 20 Excellent



Criteria	Description	Value Evaluation	Argument/ Value Consid- eration
Relevance	1. The problem to be solved is in accordance with the achievement corridor determined by IDEAKSI. The intended corridor of achievement is an innovation that can:  a. Overcoming barriers for people with disabilities, the older people and other vulnerable groups to actively participate in disaster preparedness and response  b. Increase the capacity of people with disabilities, the older people and other vulnerable groups in disaster preparedness and response  c. Increase effectiveness of disaster		

	preparedness or response  2. Relevance between innovation and the problem to be solved	
Inclusive	<ol> <li>Innovation planning involves people with disabilities or other vulnerable groups</li> <li>Innovation provides access options for people with disabilities or other vulnerable groups</li> <li>Innovation provides an overview of benefits for people with disabilities or other vulnerable groups</li> </ol>	
Locality	Innovations are developed accordingly with local characteristics (e.g. local customs and wisdom, available materials, demographics, local disaster threats, or others).	
Novelty	Assessment Guidelines: a. 1 Point for replication (repetition of the same thing, no additional points) b. 2 points for the Adoptive trait c. 3 points for Modifications d. 4 points for invention (new discovery)	



The criteria and assessment tools for selecting funding proposals for the scaling-up phase are as follows:

### **Table 2. Prototype Stage Selection Instrument** IDEAKSI 2021-2022









1 Unclear 5 Poor 10 Average 15 Quite Good 20 Excellent



Criteria	Description	Evaluation Value*	Argument/ Value Consideration
Relevance	Issues resolved or will be addressed accordingly with an activity plan that have been created by innovator teams in line with and irrelated between the problems and previous innovation.		
Inclusivity	How innovator teams involve vulnerable groups (accessibility) and how how to consider. security, comfortability, and safety of vulnerable groups.		
Feasibility	Financial feasibility, local resource availability, partnership for growth		

Criteria	Description	Evaluation Value*	Argument/ Value Consid- eration
Potential Impact	How innovator teams explain the potential impact of the development process so it is reflected in the proposal.		
Sustain- ability	Potential for sustainable innovation after the IDEAKSI program completed.		
Account- ability	Responsibility of innovator teams in management and financial reporting		
Community Involvement	How innovator teams engage vulnerable groups (access) and how they consider security, comfortability, and safety for the most-at risk groups.		
Group Dynamics	Observing dynamics of innovator team, leadership, collaboration, and organization in developing innovation		

Box

6

## **Partnership Assessment**

In building partnerships, strengthening collaboration steps are needed. One way is to monitor the condition of partnerships at the innovation hub. Monitoring the condition of this partnership is very important to ensure maximum impact of the partnership process and to ensure compatibility goals/needs of partners in an innovation hub. This is also necessary as a starting point for exploring potential relationships as the beginning of partnership.



Assessments can be conducted to monitor or assess the partnership conditions of an organization through a series of "healthy" partneship indicators. This also carried out at IDEAKSI by doing Partner Assessment and Self-Assessment of partners or innovators of IDEAKSI.

This assessment is conducted not only to determine the condition of the partner organization/team who will work together, but also to find out the financial conditions and skills needed for training/capacity strengthening materials. Indicators explored in this assessment include:

### Partner/ Innovator Role Assessment

## Partner/Innovator Skills Assessment

- General Structure and Policies
- Planning & Budgeting
- Basic Accounting Systems
- Financial Reporting
- Internal Controls
- Staffing & Financial Capacities



### Further reading:

GNDR (2023): "The Partnering Initiative Handbook"

The Partnering Initiative
Handbook
https://thepartneringinitiative.
org/the-partneringtoolbook/

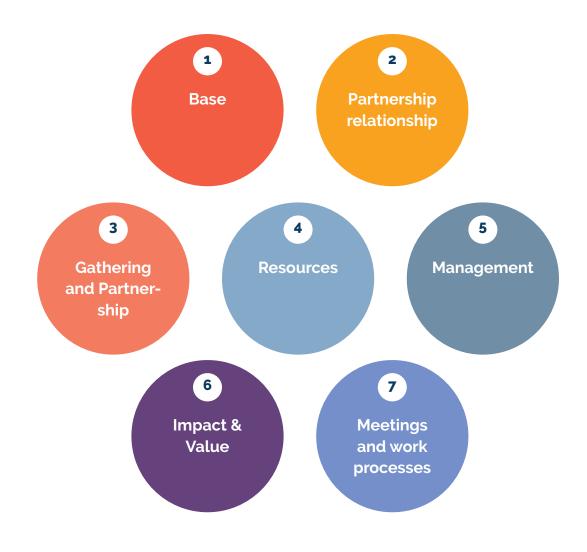
In the future, partnership assessments will be conducted regularly by prioritizing equality between donors, the innovation hub, and local innovators. Assessment and discussion are carried out to explore each aspect of the partnership that can be improved further and see which aspects have improved Several aspects that can be reviewed include:



#### Further reading::

GNDR (2023): "How to Strengthen Collaboration. A toolkit for civil society organisations"

The Partnering Initiative Handbook https://thepartneringinitiative.org/ the-partnering-toolbook/







## Partner/Innovator Role Assessment Tool

### Table 3. Partner Role Assessment Tool/Instrument for Assessment of the Role of Local Partners or Innovators

Does the potential partner have:

### **Current status:**

Review of

- What do you know so far?
- Reliability of the information sources
- Do you have enough information for base decision?

### **Further action:**

Notes from:

- Further required
- concerns
- Schedule and criteria for making decision about suitability

1.	Good track record	
2.	Position/ reasonable respect in its the field	
3.	Position/ reasonable respect in the other field and key player	
4.	Extensive/useful contacts that they want to share	
5.	Access information to relevant/resource/knowledge	

6. Skills/competence to complete your organization and other partners	
7. Management structure and Finance reliability	
8. Stability notes and finance reliability	
<b>9.</b> Stabil group staff	
<b>10.</b> Solid team while facing difficult situation	
Is staff in a candidate organization	
<b>11.</b> Creative thinker/open for innovation	
12. Experienced/ reliable in development project	
<b>13.</b> Succeed in mobilize and manage resources	
<b>14.</b> Good communicator	
<b>15.</b> Good team player	

# Partner/Innovator Skills Assessment Tool (Self-Assessment)



Table 3. Partner Skills Assessment Tool/ Innovator (Self-Assessment)

### **1** General Structure and Policy **Good practice statement** Ref Score The organization has a separation of Yes No Maybe 1 duties/ clear responsibilities of (for example) Accountant, Project Manager, Chairman/CEO This organization has experience while 2 M N working with multiple donors

2 Planning & Budgeting					
Ref	Good practice statement		Score		
1	Budget are prepared on time right to fund the organization	Y	M	N	
2	Both finance and program staff are involved in setting the budget	Y	M	N	
3	Budget worksheets include explanatory note of the clear calculation	Y	M	N	

## 3 Basic Accounting Systems

Ref	Good practice statement		Score	
1	Every payment made has supporting documents that provide evidence	Y	M	N
2	All accepted cash or checks are recorded on the receipt given a carbon number (if the NGO is not accept cash or check score 5)	Y	M	N
3	All payments and receipts recorded in the cash book (date, description, amount)	Y	M	N
4	There is a separate cash book for each bank and cash account	Υ	М	N
5	All cash books are updated at least once a month	Υ	M	N

6	All cash books are written neatly with permanent ink or on a computer	Y	М	N
7	Reconciliation of cash amounts witnessed and recorded every month	Y	M	N
8	The organization keeps track of the amount owed to others (e.g suppliers) and owed by others (e.g staff)	Y	M	N

4 Financial Reporting					
Ref	f Good practice statement Score				
1	The committee/cadre reviews the financial reports every quarter	Y	М	N	
2	The budget holder receives the report of budget monitoring every month	Y	M	N	
3	Budget monitoring report includes explanations and comments about differences	Y	M	N	

5 Internal Controls				
Ref	Good practice statement		Score	
1	Cash is stored safely at locked cash box or safe, under the supervision of one person	Y	M	N

2	All checks are signed by at least two authorized signatories	Y	М	N
3	All transactions are properly authorized	Υ	М	N
4	Cash payments are authorized by the other person than the cashier	Y	M	N
5	The different steps in the procurement process, (e.g. ordering, receiving and paying) are divided between different people	Y	M	N
6	Claim expenses for staff advances are reviewed the same person who authorize the down payment	Y	М	N

6 Staffing & Financial Capacities					
Ref Good practice statement Score					
1	Finance staff have skills (and qualifications) required to carry out all financial activities	Y	М	N	
2	Different roles in finances function are clearly defined, known and followed	Y	М	N	





# **Development Phase**

During the innovation development phase, local innovators are selected from the selection phase are given grant funding to implement prototyping the innovation. Innovators are also provided with a support system in the form of mentoring with mentors, training, monitoring and reflective meetings regularly.

At the beginning of the phase, innovators are given an orientation and assessment to monitor the condition of the innovator's partnership by IDEAKSI (YEU) managers. This partnership assessment is explained in more detail in the textbox 6.. There is also risk mapping carried out by each team regularly, and then thought about together mitigation steps. At the end of the innovation prototype development cycle, namely at April 2022, YEU and partners will held an "Innovation Ideas Exhibition for Inclusive Action in Disaster Preparedness and Management". There, innovators are awarded opportunities to exchange experiences and learning between teams, as well as dissemination of innovation results to the general public.

# 6 months implementation of the development phase (prototyping)



Assistance, study, monitoring, evaluation, and learning reflection

# **Innovation Prototyping Assistance**

Ten (10) selected innovators teams developed innovation prototypes with grant funding support and mentoring. As the ongoing process, one team decided to withdraw from the partnership to focus on internal growth and improvement of their communities. So, in time development of innovation prototypes, teams funded and assisted through IDEAKSI became nine (9) innovators.

# **Strengthening the Capacity of Innovator Teams**

Throughout the innovation prototyping development process at IDEAKSI, the entire team of local innovators received various forms of training as part of strengthening team's capacity. The entire team received internal briefing "Orientation Workshop" before starting the development phase, which includes direction in preparing progress reports and financial reports. Local innovator team also get various capacity building modules according to the needs of each team to sharpen their innovation development design, such as social media branding training and inclusive digital innovation mentoring.

Each team of innovators also gathered for a reflective meeting which was held twice, in the middle and at the end of the development phase. Every team made a presentation and reflected on the learning process hat had been passed, followed by discussions with mentors, including from YEU, technical reviewers, and local innovation advisors (LIA), as learning materials which may influence the process and design of innovation development of local innovator teams. An outline of the session content related to capacity strengthening is presented as following.

# Capacity Strengthening Programs for Local Innovator Teams

# Regular assistance by Hub Manager Innovation

- Orientation and socialization regarding principles, values, necessary approach applied in IDEAKSI, as well as related project management.
- Reflective meeting aimed at exchanging ideas for necessary things related improvements of innovation development. This meeting was held at least every two months.

# Training for innovator teams by expert

- Documentation Skills and Story Telling of Process Innovation
- Branding and Social media

# Appropriate thematic mentoring team needs by Experts

- Accessibility in inclusive digital innovation (DIFAGANA, FPRB GK, Lingkar, CIQAL)
- Test the quality of the early warning system and evacuation (MRC and PB Palma)
- Technical strengthening of the mist irrigation system (Ngudi Mulya)
- Management business plan of organic waste and cultivating qualified maggots process (FKWA)
- Inclusive integrated SOP/Protap (Sekocil)

# Monitoring, Evaluation, Accountability and Learning (MEAL)

Several activities are carried out to support MEAL IDEAKSI at the development/prototyping phase are:

- a Regular monitoring / review by IDEAKSI/hub innovation in implementing innovation through field visits,
- Monthly reports that cover implementation progress and future plans,
- Monthly reflection as a form of sharing and learning inter-innovator
- d Study regarding gaps and capacity of innovators conducted by LIA, where the results of this study became input for innovation development,
- Knowledge sharing with the public through learning workshops, exhibitions and invitations to activities outside the innovation/IDEAKSI hub.



#### Further reading:

yeu.or.id/en/ ideaksi-clip.html (2022): "Nine PRB Innovation Inclusive: Learning from Yogyakarta"

#### **Box**

7

# **Good Practice**



# **Training Practices**

In the IDEAKSI process, training is carried out not only to develop innovation, but also to improve capacity and strengthen the organization of the innovator team. A number of training practices carried out include:



Inclusive digital innovation mentoring for empowerment towards a11y's inclusive aspects in digital innovation generated, to produce content based on a11y inclusive aspect guidelines. This mentoring was followed by five (5) teams of innovators who developed digital-based innovations such as websites and applications, namely DIFAGANA DIY, Lingkar Association, FPRB Gunungkidul, CIQAL Foundation, and KPA DIY.



Writing and storytelling training to understand how writing accordingly to EYD (Indonesian Perfected Spelling) which is good and correct; basics of storytelling to document the innovation process; and capability to carry out innovation documentation and produce well-written documents.



Strengthening Capacity in the Field of Project Cycle Management and Learning Through Monitoring, Evaluation and Accountability. Project cycle management training and learning through monitoring and accountability was held based on needs assessment for strengthening institutional capacity, project management and monitoring and evaluation. Apart from that, there are several challenges in implementing innovation program work such as time limits in the implementation of activities, limitations of existing funding, as well as the possibility of replacement of human Resources.



# Retrieved from:

https://yeu.
or.id/
read/194/in/
ideaksimentoringinovasidigital-yanginklusif-danpelatihanmenulis-&berceritabagi-timinovator.html



# **Learning and Challenges**



# Learnings from the development phase are:

- O Collaboration development can: (1) increase the capacity of the innovator team; (2) changing stigma; and (3) reach the target community or potential users of the innovation in accordance with the goals of innovation development.
- O There is development obtained by the innovator team after involving potential users in beginning, namely: (1) appropriate innovation based on understanding conditions and various potential users; and (2) right on target in determining priority activities in innovation development.

# **Challenges faced:**

- O Capacity or expertise: This is learning to carry out detailed actor mapping at the beginning during the development phase.
- O Coordination and collaboration: it is important to involve end users or innovation user from the start of development so that we can listen to their input and convince the public regarding the innovation ideas being offered and adjust the schedules of various parties so that they can coordinate and do activities together.
- O Beneficiaries: learning to ensure the use of innovation developed, in accordance with the main target users in accommodating users with various types of disabilities.
- O Synergy: Challenges in integrating innovation with existing systems built by the government to support the sustainability of innovation operations.
- O Pandemic adaptation: Limited opportunities for face-to-face meetings.
- O Technical Issues: The technical issues faced by each team vary according to type of the innovations that is developed.
- O Sustainability: Continuing the effectiveness of innovation according to the initial goals is one of the biggest challenges for the entire team.

#### 8 Box

# **Community Perception Survey**

The Community Perception Survey was conducted by YEU as the manager of innovation hub, to find out people's views/perceptions of nine innovation being implemented. This will help you understand whether your innovation and program are well received by the wider target community and meet their self-identified needs and consider their view. This evidence will help document aspects of the "Solution designed that driven by people who impacted by the crisis that successfully responded to their identified problems." Use the tools at least twice for each innovation cycle - the first time as a baseline and at the end of the cycle to see if there are any changes over time.

The purpose is for targeting a representative sample of community members. Who is responsible? Monitoring team, or innovation hub team responsible for collecting this data.

## Survey questions include:

- 1. Personal data (occupation, age, gender, type of obstacle/disability)
- 2. What are the three disaster risks in your area?
- 3. Do you involved in innovation development programs?
- **4.** Do you feel ready to face the threat of disaster?
- 5. Do you feel that the innovation being developed can be a solution that hinder your participation in preparedness or response disaster?
- 6. Does the developed innovation increase knowledge and your ability to prepare and respond to disasters?
- 7. Do you feel that the innovation being developed can support better, more effective in disaster preparedness and response?
- 8. Are local community opinions heard and ideas facilitated in the innovation?
- g. Does public/community involvement have a positive impact/negative?
- **10.** In your opinion, is this innovation proper and appropriate?
- 11. Do you feel safer and more confident in facing disasters with the innovations being developed?
- 12. Can innovations developed in your area reduce impact of climate change?

Box

## **Good Practice**



# Various Inclusive Community-led Initiatives

 Lingkar Association (Development of an Early Warning System and Inclusive Evacuation Plan for the Eruption of Mount Merapi in Girikerto Village Through the Radius Application)

One of the good practices in developing this innovation project is that people with disabilities have been encouraged to take part in disaster risk reduction (DRR) efforts in their respective communities. From this involvement, they can show regional stakeholders that people with disabilities can participate meaningfully in the village. Lingkar itself also gained valuable experience regarding the implementation of inclusive programs.



#### Retrieved from:

https://yeu.or.id/ read/261/in/ pertemuan-reflektifsebagai-wahanaberbagi-parainovator.html

Gunungkidul PRB Forum—FPRB GK (DRR Digital Deliberation Platform Inclusive for Disabilities)

Up to date, there has been extraordinary development from community input to the public complaints platform resulting from FPRB GK's innovation. For example, there are increasing accessibility of the community health center in Nglipar and the Bejiharjo arts building, construction of an access road from Kuwon Village to the sub-district center (Kapanewon), and the access road from Gelung Hamlet to Kapanewon Nglipar has been repaired. Furthermore, a ramp was also built as access to the Siraman Village Hall in Wonosari.

 CIQAL Foundation (Optimizing the Role of the Sister Village of Kepuharjo Village in the Inclusive Disaster Preparedness Program for Persons with Disabilities)

In this project, local officials and social institutions started supports the activities of people with disabilities, while people with disabilities also start to be brave openly to interact in society. There are also knowledge products created together.



# **Growth Phase**

Through IDEAKSI, nine (9) local innovators have participated in the prototype development or joint piloting innovation since September 2021 until April 2022,, four (4) teams of innovators were selected to have the opportunity to develop and grow (scale up) further innovations up to March 2023. The four innovator teams are CIQAL, DIFAGANA DIY, Ngudi Mulya, and PB Palma.

The selection process is carried out through a series of assessments of proposals and presentations by innovators. The criteria assessed include relevance, inclusion, feasibility, impact and sustainability. A scalability assessment was also carried out for knowing the ease or complexity of scale-up innovation, which discussed further in the textbox. 10.

## 1 year implementation of the growth phase (scaling-up)



Assistance, study, monitoring, evaluation, and learning reflection



# **Innovation Scaling-up Assistance**

In this innovation growth or scale up phase, the four (4) selected innovators began to increase the usefulness of the prototypes that had been built in the previous phase and developed according to the endgame corridor of each innovation with its own uniqueness and challenges (textbox.11). Assistance and mentoring as carried out in the prototyping phase is also still carried out for four (4) innovations that scale-up their innovations with IDEAKSI in the growth phase. The other five (5) innovators continue to develop their innovations independently with their own resources or support from other parties. There is still some training or capacity development carried out jointly, both for four (4) innovators and five (5) innovators in IDEAKSI as an innovation hub.

Four (4) selected innovations that conducted scale-up of their innovations with IDEAKSI in the growth phase.

	Phase Development / Prototype	Growth Phase / Scale Up	Scale Up Form	Endgame	
	Innovation	Innovation	Geographic coverage (expansion of	Adoption by government. Sister village cooperation model that	
CIQAL (District Wukirsari and	Participation of Persons with Disabilities in Disaster	Optimizing the Role of Sister Village from Kepuharjo District in the	geographic coverage) with replication, expansion (region) and collaboration inter-district sisters	resilient and inclusive is expected to be adopted by local government as well as another location.	
Kepuharjo)	Preparedness Programs	Preparedness Program	village.	Government adoption. The government that is expected to adopt is Regional Social	
			Geographic coverage (expansion of	Service Yogyakarta for innovation amplified and	
Difagana (District Wonokerto and Merdikorejo)	DIFAGANDES Application	DIFGANDES v.2.0 application	geographic coverage) by adding regions. Depth of service and client type, with application feature development.	integrated through government programs areas related to the issue disaster so that it benefits reach more disability groups and older people.	
Ngudi Mulya (District Giriasih)	Development of Mist Irrigation for Farmers	Using Internet of Things in irrigation systems	Depth of service, feature service improvements in the form of system control irrigation that use internet-based	Sustained Service. In the long term, this innovation will still be managed by Ngudi Mulya. With the Sustained Service endgame, funds are required to operate the system in a sustainable manner.	
		(Smart Irrigation)	application to control irrigation for each type	Government Adoption. The hope is	
PB Palma GKJ Ambarrukma (District Caturtunggal)	Effective and Inclusive Gajah Wong River Flood Emergency Response	Effective and Inclusive Gajah Wong River Flood Emergency Response in 5 Padukuhan Districts of Caturtunggal District	of plant.  Geographic coverage, expand to Padukuhan Mrican, Nologaten, and Gowok, Caturtunggal District. Depth of services, building preparedness systems and accessibility audits.	that the innovation will be adopted as a sub-district government program, in order to be expanded to other communities. Sustained Service. As an alternative, operational implementation will continue to be managed by PB Palma with other community support. Continuous service will be implemented on a basis mutual cooperation of residents.	

#### Box 10

# **Scalability Assessment**



In general, the scalability assessment discusses the supporting factors for scalability that each innovator has. It also has implications for the level of scaling up complexity. Every team innovator has its own characteristics of activities with its own scaling up targets, and applies them to locations that have different local contexts. So a scalability assessment is carried out by using the qualitative approach.

- Scalability supporting factors that support the ease supports developed convenience innovation or achieve the vision or end game of the innovations are:
  - 1. Vision scaling up;
  - 2. Model/innovation characteristics:
  - 3. Social institutional context: And
  - 4. Transfer and adoption capacity innovation.



#### **Further reading:**

**Table 4. Scalability Assessment** 

	Scalability factors: Scaling Up Vision	Description
1.	Definition of innovation/model that will be scaled- up and the hope	
2.	The form and scope of the scale-up	
3.	How method will be used? (expansion, replication, or collaboration, as well as explanations)	
4.	Who holds key roles and scaling up?	

	Scalability factors: Model / Innovation	Description
5.	What is the reason/background to scale up in that form/scope/manner?	
6.	Huge and meaningful value added than the other solution that already exist	
7.	Low complexity, few components	
8.	More affordable/ the other solution that already exist	
9.	The direct impact of innovation is easy to see clearly?	
10.	To what extent the community target as end user involved in developing this innovation?	
	Scalability factors: Social Context and Institution	Description
11.	The problem that the innovation will address is considered urged by many parties, especially potential users	
12.	Addressing issues that are considered very important in current policy agenda	
13.	What institutional characteristics currently exist, that can support the scaling up process?	
14.	Can be implemented on existing systems, existing infrastructure and/or human resources	
15.	Similar/similarity of groups, context (geography, culture, economics, politics), and related problems that become a target	
	Scalability factors: Transfer Capacity/Adoption	Description
16.	A clear scaling up strategy for the innovator team	
17.	Sources of scale-up funding that definitely exist	
18	Innovation adoption capacity. Assessed only if in the scale-up there is hopes that other institutions will adopt this innovation.	

#### Box 11

# **End game and Vector in Scale Up Innovation**

### **End Game**

The end game is the final vision/image of scale-up innovation results initiated by the innovator. This includes a description of the organization's long-term journey (25 years or more) in achieving the vision. The end game needs to be planned because it is useful for:

- Assist to translate real steps/strategies to achieve the innovation
- Assist to analyze whether the expected innovation impact target is in line with the vision and End Game.
- Assist to ensure innovation has considered various options or alternatives.

Gugelev and Stern (2015) built the following end game framework based on research related to scale up of non-profit organizations:

# **End Game** Option Open Source Replication

#### Characteristic

Ideas/breakthroughs that are easy to adopt and integrated with other institutions. Main approach: Research and development (research & development), and sharing knowledge.

A breakthrough product or model that is easy to adopt and implemented by other institutions. Main approach: Define a replicable operational and impact model, demonstrate the model's efficacy, and share it with other institutions.

Government adoption

A model with the potential for high service coverage, and has the capacity to be integrated into public sector programs. Main approaches: Produce sufficient achievements in terms of scale and level of efficiency to be the case adopted by the public sector.

Commercial adoption

Products or services that have the potential to earn money profit, which is a solution to market failure or reduce market risk. Main approaches: Demonstrate the impact and benefits of a product or service, and reduce related risks.

Mission achievement

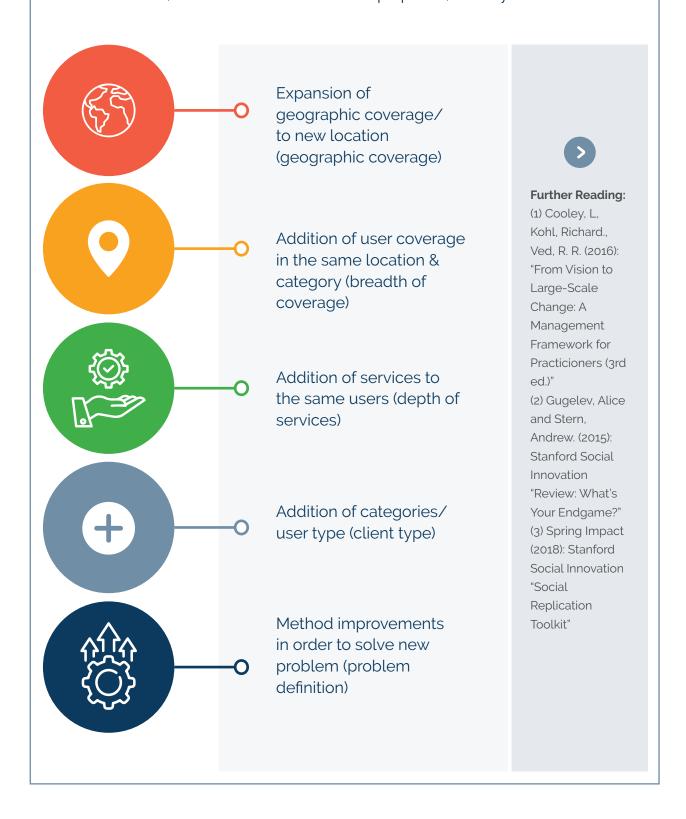
A well-defined and achievable result to solving a specific problem. Main approaches: maintain focus on targeted interventions.

Sustained service

Strong organizations, with proven capabilities to ensure sustainable financing, which fills gaps in markets or public services. Main approaches: building cost-effective models, building strong institutions, and striving to increase efficiency.

# **Vector/ Scale up shape**

Vector scale up is a form or direction for how scale up is carried out. Based on these references, there are five vector scale up options, namely:





# **Strengthening the Capacity of Innovator Teams**

During the innovation growth process at IDEAKSI, the four (4) local innovator teams also received various capacity building according to the needs of each team in implementing scale-up innovation, including:

- GEDSI Training
- Training Community Reporting/Community Journalism
- Advocacy Training
- Data Analysis and Documentation Mentoring
- Each team also gathers for reflective meetings which are held twice: in the middle and end of the development phase, which each team makes presentations and reflects on the learning process, followed by discussions with the mentors, YEU, IA, and LIA.

# Monitoring, Evaluation, Accountability and Learning (MEAL)

Several activities are carried out to support MEAL IDEAKSI at growth/scaling up stage are:

- Monthly monitoring is carried out by CLIP IDEAKSI through narrative reports and financial reports for each innovator. Field visits were also carried out to innovation implementation locations and innovator offices to discuss and receive feedback.
- Monthly reports covering implementation progress and future plans.
- Monthly reflection as a form of sharing and learning between innovators.
- Study of innovation gap analysis and stakeholder mapping for four (4)
  innovations. Study conducted by the Local Innovation Advisor (LIA) that is
  provided to support innovators in determining the best strategy for achieving
  the endgame and as input for innovation development.
- Knowledge sharing with the public through learning workshops, exhibitions and invitations to activities outside the innovation/IDEAKSI hub, both at local, national and global levels. Examples include participation in the 2022 Asia-Pacific Ministerial Conference on Disaster Risk Reduction (APMCDRR), 14th Aceh International Workshop and Expo on Sustainable Tsunami Disaster Recovery (AIWEST-DR), and etc.

# **Learning and Challenges**

#### Cooperation

The entire team has collaborated with at least three (3) elements of Pentahelix in developing innovation, namely the community or non-governmental institutions, government, and academics. Stands out for the entire team is on community or nongovernmental institutions. However, gaps are still found in terms of empowering key parties in society whose involvement is still minimal even though they are considered important, such as youth, women, people with disabilities, and older people.



#### Holder of key role

The key role for successful scaling up for each innovation is different depending on the endgame. Elements of society at the sub-district/village level, such as the sub-district government, village head, Tagana, PKK, youth groups, farmer groups, and so on, in almost all innovator teams play a key role in the success of scaling up innovation.



The complexity of innovation can almost be reflected in the general achievements of each innovator. The more innovation achievements are occur, the easier effort to scale up.



Supporter factor of scalability

The assessment results show several factors that the innovator team generally has, which can make it easier to achieve the endgame, including: Utilizing systems that have been previously developed, similarities in geographic, social/cultural context, involvement of end-users from the start, support from various parties who play a strategic role.



Strategy to face various challenge

During the scale up process, various adaptations and strategies are carried out independently by innovators, including by knowing and utilizing institutional capacities and characteristics, as well as empowering local champions.



PART D: Way Forward







# Way Forward of IDEAKSI



In mid-2023, YEU will open IDEAKSI period II, where the process stages resemble IDEAKSI period I 2021-2022. Several changes are made to adapt with the learning outcome from the previous period, organizational policies, and the dynamics of conditions in the field at this time.

In the future, IDEAKSI will hold roadshows or go to the community directly to guide and explore community ideas regarding innovation. A design thinking approach is also provided, so that innovation proposals that emerge from the community have implemented this approach, thus strengthening innovation on based community leadership. Some other adjustments include selection methods, face-to-face meeting, and other technical details.



# **Messages for Our Readers**

Through this practical toolkit, hopefully the readers can learn the lessons from the IDEAKSI experience. Readers can also implement the content on this toolkit and develop innovation hubs outside IDEAKSI. So there will be more localization of inclusive disaster management innovations in Indonesia. Feedback from readers regarding experiences using toolkit, including questions, needing help or feeling that something is not clear, can contact us at:



Even if the reader has a similar project, to develop an innovation hub or innovation, we are very happy to help you develop it!

# **Innovators of CLIP IDEAKSI**



#### **CIQAL FOUNDATION**

#### **Center for Improving Qualified Activities in Life of People with Disabilities**

CIQAL prepares Wukirsari Village as a sister village of Kepuharjo for preparedness of the Merapi eruption and ensuring an inclusive evacuation process.

CIQAL innovation program:

- 1. Establishment of village Disability groups
- 2. Strengthening village information systems
- 3. Development of SOPs and inclusive governance



#### **DIFAGANA**

#### **Disability Disaster Prepared** Community

DIFAGANA develops DIFGANDES, an inclusive disaster mitigation application, as a media for education, outreach, and emergency disaster support and evacuation of at-risk groups.

DIFAGANA DIY innovation program:

- 1. Disability-friendly application with meeting point and evacuation route features
- 2. Inclusive DRR training for two (2) village disaster preparedness groups

#### **PB PALMA**

#### **Javanese Christian Church Disaster Management and Community Services Unit**

PB Palma carried out an effective and inclusive emergency response to the Gadjah Wong River flood in 5 sub-districts in Caturtunggal District, collaborating with river communities: Gadjah Wong River Care Community, Ambarsiaga, Mrican Pringgodani Volunteers, Regoll, and Nologaten. PB Palma innovation program:

- 1. Gadjah Wong River flood early warning system (EWS).
- 2. Mapping and marking homes of risk group



#### **NGUDI MULYA**

#### Village Farmer Group

Ngudi Mulya provides convenience for older people and farmers with disabilities to access water for agricultural irrigation so they are better prepared to face the threat of drought.

- 1. Develop web-based smart mist irrigation
- 2. Increase youth's participation in agriculture through experimental field
- 3. Organic farming training



#### FPRB GK

#### **Gunung Kidul Disaster Risk Reduction Forum**

FPRB GK provides an inclusive digital deliberation platform about DRR for person with disabilities due to the large area of Gunungkidul. Innovation program FPRB GK:

- 1. Creation of digital web space for Persons with Disabilities and the general public
- 2. Survey of public facility accessibility
- 3. Promotion of inclusive DRR



#### MERAPI RESCUE COMMUNITY (MRC)

#### **Community Based Organizations**

Learning from the experience of 2006 and 2010 Merapi eruption evacuations, MRC introduced a visual (lighting) and audio (sound)based independent evacuation guideway system as mitigation for eruption disasters around Merapi. MRC innovation program:

- 1. Creation of a guideway system in three hamlets
- 2. Provision of visual markers colors in the homes of group at risk



#### **FORUM KOMUNIKASI** WINONGO ASRI (FKWA)/ COMMUNICATION FORUM ASRI WINONGO

#### **Community Based Organizations**

FKWA develops waste management with black soldier fly (BSF) larvae or maggot. Maggobox was also introduced as a practical tool package for cultivating maggots around the house to increase community participation in managing organic waste in urban Jogja. FKWA innovation program:

- 1. Community-based organic waste management
- 2. Maggot cultivation training
- 3. Maggot breeding until ready to sell

#### SEKOCI SASANA INSPIRA

#### **Community Based Organizations**

The Sekoci Team innovates by building a foster family system for families with disabilities to overcome the access problem of disability-friendly evacuation on disaster. Sekoci innovation program:

- Development of Emergency Foster Family Orientation (SINARKARAT)
- 2. Development of SINARKARAT guidebooks and pocketbooks
- 3. Assistance of special school students and host family volunteers



#### PERKUMPULAN LINGKAR

#### Non-Governmental Organization

As a non-profit institution since 2006 that engaged in the field of DRR, climate change adaptation, and sustainable development, Lingkar develop early warning system and planning of inclusive evacuation for eruption Merapi in Girikerto Village, Turi, Sleman.

- Increased knowledge related to inclusion in DRR
- Development of a deaf-friendly early warning system application
- 3. Preparation of evacuation procedures for mental and physical disabilities

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# **Appendices**

## **IDEAKSI Achievements\***

\*Up to March 2023

beneficiaries

42% of them are women and 14% from disability group

Workshop

more than **25 workshops** were successfully implemented and produce an impact in increasing understanding related to gender issues and advocacy issues along with others

**Further** Collaboration especially collaboration between innovators and the government sector, including ministries or local government bodies

Innovation

IDEAKSI Innovation is a reference and learning example for inclusive disaster management innovation in Indonesia, both in local and global forums.

Initiative of local innovator

for sustainable innovation, such as the initiative of Ngudi Mulya Learning Lab.

Sustainability

Local innovators such as CIQAL, FPRB GK, Ngudi Mulya, and DIFAGANA DIY share their stories and learnings through their own publication media (websites and apps). FPRB GK and FKWA continue the innovation process independently and consistently by rising the issue of gender equality and disabilities



# IDEAKSI Innovation Hub Achievements by YEU



PB Palma strengthens volunteer coordination in the Gadjah Wong area, data collection of vulnerable groups, and allocation of church funding for community disaster management.







CIQAL received **funding** from **another donor** for **replication and strengthening innovation** 







- Ngudi Mulya became a learning lab in the village and the youth took the initiative to form a youth learning lab for mist irrigation,
- FPRB GK through its innovation was successful to advocate for improving public facilities (4 areas improvements have been reported);
- FKWA, through inclusion capacity building, can make the activities unique and obtain CSR funds.
- MRC and UKDW write journals of their innovation results.
- Lingkar established inclusion SOPs in Girikerto Village.











