

Strengthening Financial Governance at Rt 07 Rw 03 Level, Krendang Village, Tambora District, West Jakarta

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Abstract

The research objective of this service activity is to improve the skills and knowledge of RT administrators in managing finances effectively and transparently, so that they are able to record and report financial transactions better using tools such as Microsoft Excel. This article presents community service activities in the form of financial management training for RT (Rukun Tetangga) in Tambora District, West Jakarta. The training aims to improve the skills and knowledge of RT administrators in managing finances effectively and transparently. The training method consists of four stages, namely socialization, practice, monitoring and evaluation. The results of the training show that residents better understand the concept of financial management and can apply it in practice. They can also use Microsoft Excel to create simple worksheets for recording and reporting financial transactions. This training was well received by residents and was considered a success.

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1. Introduction

Tambora is a sub-district in the administrative city of West Jakarta. This area is known as one of the densely populated areas high in Jakarta. Apart from that, Tambora is also often considered an area prone to fires. Based on information from the West Jakarta City Government website on Monday (20/3/2023), Tambora District has an area of around 542.09 hectares.

According to data from the Central Statistics Agency (BPS) in "Tambora District in Figures 2022," Tambora District borders the Angke River and the railroad as well as Penjaringan District in North Jakarta. On the south side, there are tracks train and former gas factory located in Gambir District, Central Jakarta. Meanwhile, on the east side it is bordered by the Krukut River and Taman Sari District, and on the west side by the West Flood Canal River and Grogol District Petamburan. Tambora District consists of eleven sub-districts, 96 Rukun Warga (RW), and 1,083 Rukun Tetangga (RT). This sub-district has around 92,360 families, with a total population of 275,135 people, and a population density of 550,951 people per square kilometer. Based on the Decree of the Governor of DKI Jakarta Number 171 of 2007, this sub-district area is regulated in applicable policies.

Tambora District is under the responsibility of the West Jakarta City Government. According to the Regulation of the Governor of the Capital City of Jakarta, Duties, Rights and Obligations of RTs, Article 16, point 3, paragraph d, is responsible for preparing financial reports regularly. The structure of Tambora District consists of sub-districts, functional position groups, leadership elements, supporting elements, and implementing elements, to carry out these tasks (Puspitawati et al., 2023).

Neighborhood expectations have also changed as a result of technological advances. The world of accounting can develop and change due to technological advances and digitalization. The development of contemporary computer systems reduces Pak RT's workload, or repetitive actions that exist in traditional method environments become easier and faster (Fauzziyah, N., 2022).

Based on one of the issues faced by residents of Tambora Village, they are not yet aware of the importance of good financial recording and management. As a result, if there is a shortage of money at the end of the month or other needs is not met, this can be overcome. Therefore, good management of family resources is needed to meet family needs, especially those related to finance. The level of family welfare will increase with the right way to manage their finances. As institutions that partner with local governments, RT and RW have various tasks that need to be completed, as well as various responsibilities that must be fulfilled by each implementer (Thaha, 2022). Funding is required for all these activities, especially because of their role as regional government partners in implementing various policies implemented through RT and RW work programs, good financial management is needed for RT and RW. To ensure their performance runs smoothly (Bekasi & Barat, 2023).

According to Yana (2017), Electronic government is an urgent need. This will improve communication between the community and the government. The head of the Neighborhood Association (RT) helps the government in the smallest communities. The role of RT is increasingly important due to globalization, the concept of good governance theory, increasing public knowledge which increases community participation, increasing government affairs, and increasing crime rates due to conditions dynamic and complex society.

As our partner, RT. 07 faced the problem by providing training on financial planning and management. This training will provide knowledge and financial management skills. This course was given offline at the Central Krendang RT Pak's House, attended by RT administrators and residents. The flow of planning, income, expenses and the percentage of remaining RT cash are discussed in this training. This is done through case studies on the Excel worksheet provided, and also by printing financial reports at the end of each month. With this training, RT administrators. 07 is expected to no longer face problems in financial recording (Rianto et al., 2020).

The research objective of this service activity is to improve the ability and knowledge of RT administrators in managing finances effectively and transparently, so that they are able to record and report financial transactions better using tools such as Microsoft Excel.

Rukun Tetangga Based on Kuningan Regency Regional Regulation number 8 of 2008 concerning Village and Subdistrict Community Institutions, Rukun Tetangga (RT) is an institution formed through local community deliberation to support government and community services, and determined by the Village or Subdistrict.

Rukun Tetangga RT is a community institution formed by residents in a particular neighborhood through deliberation. In the context of Kuningan Regency Regional Regulation Number 8 of 2008, it regulates Community Institutions at the Village and Subdistrict levels. The RT acts as the smallest unit in the government structure which is under the auspices of the Village or Subdistrict. RT has the function of being an extension of the village or sub-district government to carry out various services to the community, both in administrative matters and other social activities (Matiin, 2021).

The main function of RT is to facilitate services to the community which include population administration, maintaining security, environmental cleanliness, and organizing social and cultural activities. Apart from that, RT also plays a role as a liaison between the community and the village or sub-district government, especially in conveying aspirations, needs and problems faced by residents. Thus, RT is tasked with maintaining harmony and harmony between residents and increasing community participation in development in their environment (Sailendra et al., 2020).

The RT organizational structure usually consists of a RT Head who is elected by local residents through deliberation. The RT head is responsible for carrying out RT duties and coordinating activities in his environment. Apart from the chairman, there is also a secretary and treasurer who assist in the administration and financial management of the RT. In some areas, RT also forms working groups or sections that are responsible for certain areas, such as security, cleanliness and social activities (Utami et al., 2023).

RT has an important role in community development at the lowest level. As an institution that directly interacts with residents, RT can identify the needs and potential that exist in their environment. Through deliberation and mutual cooperation, RT can plan and implement various programs that support development, such as waste management, infrastructure improvements,

and organizing social activities. This role makes RT the main pillar in creating a safe, clean and harmonious environment.

Financial Management A financial planning expert says that financial management is a technique for managing income and expenses. According to the owner of the Financial Planning Bureau, many people tend to be consumptive. To keep income and expenses under control, there needs to be a balance between consumptive and productive lifestyles. The goal is to avoid debt and excessive spending as much as possible. There are several good financial governance practices, namely:

1. Training is provided to RT.07 to improve skills and knowledge in financial management.
2. Carried out offline at the Central Krendang RT Pak's House, attended by RT administrators and residents.
3. Focus on the flow of planning, income, expenditure and remaining cash in the RT.

This literature review describes the conditions and challenges in Tambora District, as well as the importance of financial management training for RT administrators to increase efficiency and transparency in managing funds. The implementation of e-government is also emphasized as an important step to increase interaction between society and government (Lilik Handajani et al., 2021).

Safir Senduk emphasized that many people tend to have a consumptive lifestyle, which can disrupt financial stability if it is not balanced with a productive lifestyle. To achieve this balance, one needs to understand how to prioritize spending and investments that support long-term productivity. The main goal of good financial management is to ensure that income is sufficient to cover expenses, while also setting aside funds for future savings or investments. In the context of society, financial governance is also an important aspect that needs to be managed well by institutions such as Rukun Tetangga (RT). In RT 07/RW 03 Kredang, special training has been carried out aimed at improving the skills and knowledge of RT administrators in financial management. This training was held offline at the Central Krendang RT Pak's House, attended by RT administrators and residents who play an active role in financial management (Tata et al., 2022).

This training focuses on the flow of financial planning which includes income, expenses and RT cash management. By understanding this flow, RT administrators can be more efficient in managing existing funds, ensuring transparency in their use, and keeping remaining cash available for urgent needs. Good management also allows RT administrators to avoid lack of funds which could affect various social and community activities in their environment. One of the challenges in financial governance at the RT level is how to increase efficiency and transparency in fund management. To overcome this challenge, implementing e-government is an important step that can increase interaction between society and government. With the use of digital technology, financial reporting can be done more transparently and accurately, enabling RT administrators to involve residents in the decision-making process and maintain public trust in the management of community funds (Indarti et al., 2021).

2. Methods

This community service activity goes through four stages: socialization, training, practice, and supervision. The service team carried out the socialization stage regarding financial reporting in the RT. 07. At this stage, the service team listens to problems often faced by administrators during financial recording and reporting. Problem identification can be seen in the table.

No	Interview	Motode	Solution
1	Not yet can categorize accounts based on trsactions	Presentation of account material	Understanding of financial account classification increases
2	Common mistake that often occur in recording transsactions	Transaction recording presentation	Reduce errors in recording transactions
3	Not familiar with technology-based recording applications	Practice, Microsoft Excel Intructions	Improvement participants' skills in operating Microsoft Excel

Presentation of financial material is a training stage. At this point, several account categories based on financial transactions are explained. This includes cash accounts, expenses, dues, receivables, and so on.

In the practical stage, participants are asked to use Microsoft Excel to record income and expenses for one month as a case study. I also asked for the financial statements they have completed so far.

After the training is complete, the monitoring stage is carried out. If participants encounter any obstacles during this process, I will remain available for questions. The success of the activity will be seen from the increase in participants' knowledge and skills in recording and reporting finances using information technology in RT. 07.

3. Results and Discussion

Findings and Analysis

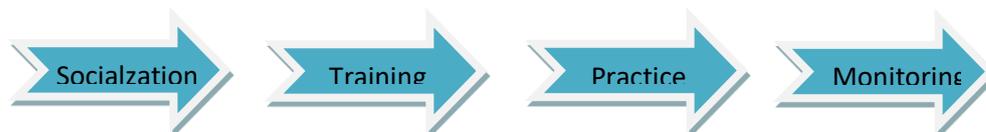


Table 1. Implementation stages

Krendang, Tambora District was held offline at Pak RT's house. This activity was attended by RT administrators and residents. The speaker in this activity was Bayu Rahman from Nahdlatul Ulama University.

The first activity begins with instructions about the accounting cycle and an explanation of general transaction accounts used in preparing financial reports. During this time, the Treasurer is reminded again to keep all proof of purchase, including small notes which can be kept properly and filled in on a worksheet at the end of every week because finances are a sacred thing.

No	Date	Information	Income	Expenditure	Balance
1	June 02, 24	Incoming balance	Rp.1.000.000		Rp. 1.000.000
2	June 08, 24	Pay for trash		Rp. 300.000	Rp. 700.000
3	June 15, 24	Donations		Rp. 100.000	Rp. 600.000
4	June 20, 24	Security		Rp. 200.000	Rp. 400.000

Figure 1. Worksheet template

Training begins with instruction on the accounting cycle, which includes an explanation of the various common transaction accounts frequently used in financial reports. The interviewee emphasized the importance of being careful in storing proof of purchase, including small notes which are often ignored. This proof of purchase must be stored properly and recorded regularly on a worksheet at the end of each week, to ensure that all transactions are recorded accurately and nothing is missed.

The transaction table presented in the training shows the financial recording flow followed by participants. Recording of income, expenses and balances is carried out systematically, as seen

in Table 1. For example, on June 2 2024, there is an incoming balance of Rp. 1,000,000, which is then followed by expenses for waste and security payments. Using this worksheet helps the RT treasurer to track financial conditions in real-time, ensuring that the final balance matches existing transaction records.

The results of the training showed an increase in participants' understanding of the importance of accountability in financial management. By implementing the recording techniques taught, RT treasurers can manage funds more effectively and transparently. Apart from that, it is hoped that consistent use of worksheets can prevent potential errors in managing funds, thereby increasing residents' trust in RT administrators.

This financial governance training has had a positive impact on financial management in RT 07/RW 03 Kredang. Training participants, especially RT treasurers, now have a better understanding of the accounting cycle and the importance of accurate records. In the future, it is recommended that similar training be carried out regularly and expanded in scope so that all RT administrators and the community can be involved in the process of increasing financial transparency and accountability in their environment (Anggraini et al., 2022).

In addition, it is important to ensure that the process of filling out each transaction, both income and expenditure, is carried out correctly. After the resource person gives a presentation on the initial material, they also ask several questions to increase the participants' knowledge. At this stage the resource person will ask questions regarding the filling procedure and the position or column used to enter the amount of income or expenditure. Figure 2 shows an example of a worksheet.

The process of creating a simple worksheet using Microsoft Excel with templates for financial recording and reporting continues. The activity begins with an introduction to Microsoft Excel and an explanation of the menus that will be used in this training. The case study template in this training is adapted to the needs of RT.07. So that participants can understand and apply it. On the worksheet, a template is created to record information about the worksheet including recording income and expenses, cash in and out, as well as the percentage of funds that have been used. In addition, the worksheet can display descriptions of expenditure items and their amounts. At the end of each month, the RT treasurer can print a financial report which must be approved by the RT head. This activity also includes a question and answer session regarding obstacles that may be faced (Suharyana, 2017).

Training also includes an introduction to Microsoft Excel as the main tool used for financial recording and reporting. The resource person explained the various menus and functions in Excel that will be used during the training. Participants are taught how to create a simple but effective worksheet, according to the needs of RT 07. This includes using a customized template to record income and expenses, as well as monitor cash inflow and outflow in a structured manner (Anggraini et al., 2022).

The template used in this worksheet is specifically designed to meet the needs of RT 07. Apart from recording daily transactions, this template also allows treasurers to monitor the percentage of funds that have been used, so they can easily see the available budget allocation. This template provides a clear and easy to follow structure, which helps in maintaining transparency and accountability in RT fund management.

Apart from recording basic transactions, this worksheet is also equipped with a feature to display descriptions of expenditure items and their amounts. This makes it easier for the RT treasurer to provide more detailed reports to the RT head and other residents. At the end of each month, the financial report produced from this worksheet can be printed or saved digitally, which must then be approved by the RT head. This helps ensure all transactions are recorded correctly and transparently.

To ensure that all participants understand the use of this worksheet template, the resource person also held a question and answer session. In this session, participants can ask questions about the obstacles they face in filling in data or using Excel. The resource person provided practical solutions and tips to overcome the difficulties faced by participants, so that they could be more confident in managing RT finances using the template that had been taught (Hariyanti et al., 2022).



Figure 2. Shows documentantion of activities

Assistance after the event was carried out offline at the Central Krendang RT Pak's House, attended by RT administrators and residents. Additionally, feedback is used to evaluate the acceptability of activities by participants. This feedback measures the results of activities based on indicators such as suitability of material, implementation time, participant skills, and the possibility of program sustainability.

No	Indicator	Respondents	Information
1	Suitability of the material presented	87%	Good
2	Implementation	85%	Good
3	Participant skills	84%	Good
4	Program	90%	Very Good

Table 2. Shows the feedback results

4. Conclusion

Community service activities succeeded in increasing the skills and knowledge of RT administrators. 07 in information technology-based financial management. It is hoped that RT administrators. 07 can apply training materials well so as to increase transparency, accountability and efficiency in RT financial management. 07. This research was conducted in Tambora District, a densely populated area in West Jakarta which often faces problems in financial management at the Neighborhood Unit (RT) level. One of the main challenges faced is the lack of understanding of RT administrators, especially in RT 07/RW 03 Krendang, about the importance of good and transparent financial governance. To overcome this problem, training was held which was intended to expand the knowledge and skills of RT administrators in recording and reporting financial transactions effectively, using tools such as Microsoft Excel.

The results of the training show that participants better understand the accounting cycle and appropriate recording methods. The use of Excel worksheets that have been adapted to RT 07's needs allows RT administrators to carry out financial records more systematically and accurately. Apart from that, this training also emphasizes the importance of keeping proof of transactions and reporting finances regularly to increase transparency and accountability, which will ultimately increase residents' trust in RT administrators.

The success of this training had a positive impact on financial management in RT 07/RW 03 Kredang. Residents, especially RT treasurers, are now better able to manage funds well, which is expected to prevent errors in management and ensure community funds are used effectively. To maintain this momentum, it is recommended that similar training be carried out periodically and

involve more community members, in order to strengthen transparency and accountability in financial management at the RT level.

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