
Budget Formulation, Capital Management, And Accounting Processes As Efforts To Improve The Performance Of Bumdes Rahardja And Ukm Berkah In The Village Of Rancaekek Wetan, District Of Rancaekek Bandung District

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Abstract : The training in preparing financial reports for the management of BUMDes Raharja and UKM players in Rancaekek Wetan Village, Rancaekek District, Bandung Regency aims to improve their ability to record and manage finances through the preparation of financial reports. BUMDes administrators and UKM players do not understand a good way of recording, especially those related to accounting. To realize these goals, support from academics is needed to get training in preparing BUMDes and UKM financial reports. The method used in this community service is training and assistance in preparing BUMDes and UKM financial reports through webinars and discussions related to BUMDes financial management issues and UKM players. The method of collecting data on this service activity is through observation and interviews with BUMDes administrators and one of the UKM players. The number of Participants who took part in the training was 15 people who were administrators of BUMDes and UKM players engaged in the trade of traditional Rengginang, Opak and Kolontong and services. The results of this training activity can be declared successful, seen from the enthusiasm of BUMDes administrators and UKM players during the training process and assistance in preparing financial reports.

Keywords: BUMDes, UKM, Financial Statements, Accounting Process

1. Preliminary

Situation Analysis

Community Service Activities in Rancaekek Wetan Village, Rancaekek District, Bandung Regency, West Java Province aim to build synergy between BUMDes Rahardja and the Rengginang Opak Kelontong Business Group in order to improve the economy of the village community. At a macro level, in the economy of the village of Rancaekek Wetan, the existence of the village business unit, namely BUMDes Rahardja, has not optimally played its role as an engine that drives the economy of the community in Rancaekek village. The business run by BUM Desa Raharja is still wobbling because its supporters have not been active and working well, both the apparatus, the community and other facilities and infrastructure. One of the business partners in the village of Rancaekek Wetan is the Rengginang Opak and Kolontong Business Groups, which are still run by the village community and are managed in a conventional manner, so they face difficulties in capitalizing, conducting production and marketing. The results of observations and interviews with the PKM-Team and partners in the field, BUMDes Rahardja has problems in the management field. Specifically on the aspects of management, budget preparation and presentation of BUMDes financial reports. For the partners of the Rengginang Opak Kolontong Business Group, in general they have constraints in the field of capital and marketing of rengginang and kolontong products. The solution for the implementation of the first phase of PkM activities to overcome financial management problems and the presentation of financial reports to BUM Desa Rahardja and UKM "Blessing" partners is to provide training in budgeting and accounting processes. As a result of this PkM activity, it is hoped that the human resources at BUMDes Rahardja and UKM Berkah can compile a budget, carry out simple bookkeeping which will be beneficial for business people and the Village Government in particular.

Village-owned enterprises or better known as BUMDes are economic institutions for rural communities. Economic institutions in rural areas such as BUMDes have a role to be the driving force of the economy in the village. That is in fact the essence of the purpose of establishing BUMDesa entities in rural areas. BUMDes has two economic orientations, namely an economic orientation for the BUMDes itself and an economic orientation for rural communities. In the first economic orientation, BUMDes as a business entity operates to run economic businesses in various fields including trading, service and production businesses. Each of these efforts aims to generate added value (profit) so that the viability of village business entities can be maintained. The guarantee for

the business continuity of BUMDes is not limited because it is a business unit that can contribute to the village government, more than that BUMDes is an economic motor for rural communities so it is important for all parties in rural areas to develop these business entities. Thus, to realize the economic orientation of BUMDes, business operational networks are developed through the development of partnership relationships with small businesses around the village so that they can run synergistically. This effort is a strategy to create a better socio-economic life for rural communities.

The economic improvement of rural communities is a big goal of the Government of Indonesia and to realize this hope a small part of the task is delegated to Village-Owned Enterprises. In the previous description, it was explained that village-owned enterprises were the driving force for the economy in rural areas. Therefore, village business entities play a role as a medium for village communities in increasing the economic status of village residents in a better direction. Village business entities are established in rural areas so that they are more accessible to the community and can prioritize the economic interests of rural communities. However, the facts found that the presence of BUMDes Rahardja in the village area of Rancaekek Wetan has not been able to have economic implications for the local community. Local products originating from the production business of the Rancaekek Wetan village community have not yet got a place to be explored by the trading business unit under the management of BUM Desa Raharja. This situation strengthens the findings of research conducted at BUM Desa Raharja in the village of Rancaekek Wetan. These findings explain that BUM Desa Raharja has not been able to optimally carry out the mandate of the Regulation of the Minister of Villages, Development of Disadvantaged Areas Number 04 of 2015 concerning Village-Owned Enterprises related to the article which explains the main function of village business units as the motor of driving the rural economy, but BUM Desa Raharja has not been able to implement concretely (Demirci & Eksi, 2019).

Based on the results of preliminary observations made by the Community Service Team (PKM), several small scale home industry enterprises are located around the village of Rancaekek Wetan. Small businesses in the village of Rancaekek Wetan are growing but there are still many that have not yet developed. One of the things the survey team was able to meet in the field was a small business run by Mrs. Yenni (Head of the Rengginang Opak Kolontong Business Group), which produces traditional rengginang, opak and kolontong foods. This small business group has been operating for four years. The chairperson and members of this business group come from the village area of Rancaekek Wetan and all members of this business group are involved in the production process of rengginang and kolontong. The main raw material used in producing rengginang is glutinous rice which comes from "sticky rice ranggeuyan", this type of sticky rice is different from sticky rice used for the production of salty opaque, sweet opaque, or kolontong, you can use glutinous rice in general.

Partner Problems

Based on his observation, the general problems of BUMDes Raharja management and UKM players are as follows:

1. There is a financial union between business finances and the business actor's personal money. Most SME business owners still mix money for personal needs with their business needs.
2. Do not have careful financial planning. BUMDes administrators and UKM players carry out recording all by themselves, and do not understand the Accounting Cycle (Accounting Recording Process)
3. Do not have a financial statement, in this case the income statement and statement of financial position (balance sheet).

Problem Solution

From the problems described in the situation analysis section, the service team offers the following solutions:

1. Delivering Material to BUMDes Management and UKM Players
At this stage the PKM team will deliver material to BUMDes administrators and UKM players with a lecture method to explain the importance of financial reports as the main means of communicating financial information to outsiders, the benefits of separating business finances and personal finances of business actors and the importance of making financial reports for solve classic problems that are often faced by SMEs.
2. Accounting Recording Tutorial
At this stage the training participants will be given material on the stages of the process of recording accounting transactions, starting from the recording stage, summarizing stage, and reporting stage. At this stage the training participants will also be given the opportunity to discuss problems related to the finances of BUMDes and UKM that have been faced and given the opportunity to ask questions of the presenters.
3. Conducting Financial Report Preparation Training

Financial Report Preparation Training is conducted, the PKM team will measure the achievement of objectives by:

- a. Assistance for BUMDes administrators and UKM players in recording their business transactions and in making financial reports. Assistance will be carried out by the PKM team.
- b. Checking bookkeeping carried out by BUMDes management and UKM players regularly to ensure the conformity of books and reporting with the applicable accounting standards.
- c. Check regularly with BUMDes Raharja to ensure the compliance of BUMDes management members and UKM players who attend training in reporting their business finances to the location.

Output Target

1. BUMDes administrators and UKM players are able to understand the benefits of financial reports as the main means of communicating performance information to outsiders, the benefits of separating business finances and personal finances of business actors and the importance of making financial reports.

2. BUMDes administrators and UKM players are able to understand the basics of accounting, and the accounting process starting from recording transactions into general journals, posting to ledgers, summarizing transactions in the form of trial balances, making adjusting journal entries, compiling work sheet, and preparation of income statements, owner's equity statements, and statements of financial position.

3. BUMDes administrators and UKM players usually complete the accounting process. The PKM team will measure the understanding of BUMDes administrators and business actors in preparing financial reports using the following measurement instruments:

- a. Accounting work paper
- b. Evaluation of financial report compliance based on generally accepted accounting standards.
- c. Monitoring reporting work paper

	Output Type	PKM Output
1	Scientific Publications In Journals national / international.	International Journal
2	Publications in Mass Media Print / Online	Majalahsora.com
3	Increased knowledge of BUMDes administrators and UKM players about the benefits of financial reports.	Able to compile own Business Financial Report.

Table 1. Target of Community Service Outcomes

2. Method of implementation

Training is a way to transfer knowledge from the Community Service Team to BUMDes and UKM Partners. The scientific fields that will be filled during the training process are BUMDes financial management which is more focused on budget preparation to the presentation of BUMDes Raharja's financial reports. Capital management training is given to "Blessing" SMEs.

After the training, it is hoped that BUMDes administrators and UKM players will have an understanding of conceptions in finance and technical competence in preparing business financial reports. Training is carried out by methods. First, the lecture and consultation methods are related to financial management and techniques for preparing and presenting financial performance reports. Second, the method of discussion and stimulus, which is to provide opportunities for administrators to ask questions and work on the preparation of financial reports according to the transaction records that have occurred so far at BUMDes Rahardja. Third, training participants will be equipped with a financial management module that serves as a guideline for the Management of the Raharja BUMDes and UKM "Blessing" in budget preparation, capital management, and presentation of Rahardja's business financial reports.

Solving problems in managing and recording business finances of BUMDes administrators and UKM players is carried out using several approaches / methods which are carried out jointly, namely:

1. Interview in survey activities

From the results of the interview, the PKM team was finally able to analyze common problems faced by BUMDes administrators and UKM players and explain them in the Partner Issues section.

2. Lecture Method in Phase 1 of Community Service Activities

It is planned that in the service activities, the service team will carry out activities in 3 stages. In stage 1 the service team will deliver the material first to the community service training participants. The training participants

will be given an overview of: Accounting for BUMDes and UKM and the Important Role of accounting, the accounting process and the form of financial reports. At this stage the activity will be carried out for 1 hour.

3. Tutorial Method in Phase 2 of Community Service Activities

The training participants will be given material related to the accounting process starting from recording to financial reporting. At this stage the time required will be a little long, which is 4 hours.

4. Discussion Method, In Phase 3 of Community Service Activities.

The Training Participants will be given the opportunity to discuss problems related to SME finances that have been faced, and Accounting Recording which they will practice in their business. At this stage the activity will be carried out for 1 hour.

Partner Participation:

Raharja BUMDes partners who are represented by the management and SME business actors "Blessing" play an active role during the process of ongoing training activities. In addition to actively participating during the mentoring process, the board provides a suitable place to be used as a space for holding consultation activities and knowledge transfer during the training. To support this activity, the management will provide several supporting equipment such as a white board, markers and erasers. For information, it will be provided by the Team - PKM.

3. Results Implementation

This community service activity will be held on Thursday, February 11, 2021, starting at 08.00 to 16.30 WIB. The training was carried out through webinars and participants gathered at the Rancaekek Wetan Village Hall and was attended by 12 participants from a total of 15 invited participants. Participants were present at the Village Hall on time. Participants consisted of BUMDes administrators and Raharja BUMDes UKM players engaged in the Trade and Services Sector.

Training activities begin with participant registration at 08.00 WIB. At 09.00 the training was opened by the head of the Community Service team (PKM), Mr. Muhamad Ali, S.E., M.T. The next stage Participants were given the first material on Accounting Basics and introduced accounting recording instruments and financial reporting forms for BUMDes and UKM described by Ms. Hanifah Fauziyyah, S.Ak., Ak. (Assistant UKM Jura West Java 2020). In the Tutorial Stage, Participants are given an explanation of the accounting process and taught how to record them in a general journal, post to a ledger, use special journals and subsidiary ledgers, summarize recording transactions in the form of a trial balance, until the formation of financial statements in the form of income statements and reports financial position. The material is given using a sample transaction that has been prepared.

The obstacle faced is the difficulty of SME actors in analyzing transactions that have occurred so that recording transactions in a journal is constrained. However, after being explained again, they were able to record the transaction up to the preparation of the financial statements.

4. Discussion Results and Outputs achieved

One month after the Community Service Activities were carried out, on March 5 and 6, 2021, monitoring was carried out, which was carried out by Mr. Muhammad Ali and Mr. Ferry Mulyawan to BUMDes Raharja in the village of Rancaekek Wetan. The Community Service Team also visited one of the UKM players, namely UKM BERKAH, which is owned by Ms. Yenni, as a business actor in making traditional Rengginang, Opak and Grocery foods. The BUMDes management and Mrs. Yenni have implemented accounting to record their business activities. In the Early Stage they collect all expenses incurred in February, there are activities to buy office stationery, purchase other necessities. Ms. Yenni made the purchase of raw materials in the form of glutinous rice and others for the manufacture of Rengginang, Opak and Grocery foods.

Then the accounts that have been collected are grouped based on the main accounts that have been given during the training, according to their business needs. The next step, they record the transaction in the form of a General Journal based on the date of the Transaction that occurred. Then make a Posting to the General Ledger, but have not made an adjustment for the journal entry because there are still not many transactions. To test whether there was an error in recording, which he had made, a trial balance report was prepared.

The final step at this stage is the process of making financial statements, BUMDes management and Mrs. Yenni prepare a profit and loss report and a financial position report per February. The obstacle faced by the BUMDES

management and Mrs. Yenni is the difficulty in analyzing transactions so that there are still some errors in recording them in general journals. However, after being explained again and assisted by the PKM Team, gradually the participants were able to record transactions until the compilation of BUMDes and UKM financial reports. Some of the questions that were raised during mentoring included:

1. How to solve when there is a difference between the Debit side and the Credit side
2. How to record purchases of goods, (sorting which items are included in capital expenditures, etc. Income groups, cash, savings from businesses in the bank.
3. What is the relationship between the results of recording with the Financial Statements and what financial reports must be made?

5. Conclusion

The implementation of this community service activity has gone according to the planned schedule. From the community service activities that have been carried out, it can be concluded that: The community service team for the Accounting Study Program, Faculty of Business Economics, Widyatama University, chaired by Muhamad Ali, has succeeded in conducting Financial Report Preparation Training for BUMDes Raharja administrators and Renggingang Opak and Kelontong UKM players in Rancaekek Wetan Village. , Rancaekek District, Bandung Regency.

Community service activities carried out can be said to be successful and have received positive responses from participants, this can be seen from the attendance rate of around 89% of the total participants. The participants' knowledge, understanding and skills regarding the preparation of financial statements have increased, this can be seen from the ability of the participants to complete the exercises for preparing financial reports given by the speakers.

6. Thank-you note

The implementation of this training involved many parties. Many thanks to Widyatama University, Master of Management Leaders, Village Head of Rancaekek Wetan and their staff who gave their full support to the implementation of this training. Also all parties who cannot be mentioned one by one, we thank you.

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