



Orientation Workshop on Responsive Gender and Development (GAD) Planning and Budgeting FY 2026 for Benguet Province

ELEMENTS & GUIDELINES OF GAD PLANNING AND BUDGETING



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Why do we need to do GAD planning and budgeting?

1. DIFFERENCES EXIST IN THE LIFE SITUATION OF WOMEN AND MEN

- 2. GENDER ISSUES, WHICH ARE OFTEN OVERLOOKED, HAVE TO BE ADDRESSED
- 3. WE NEED TO PRACTICE
 GENDER- RESPONSIVE GOOD
 GOVERNANCE

- Roles, expectations, needs & interests differ due to gender stereotype
- Unequal status, inequality as shown in discriminatory law, policies as well as in data and results of programs
- Apply gender perspective in planning and project development
- Government agencies cannot achieve good governance without being transparent, participatory, equitable, and gender-responsive.

4. LIMITED RESOURCES

Linking GST, GA and GPB

GM Plan/ Agenda

Validate gender analysis and GM done

Annual

GPB

Reflect issues and strategies for particular year in that year's GPB

Allocating resources to achieve the year's GAD

GST

Building Foundational concepts Review of GM progress and problems

Analysis

Review of key issues faced by F/M internal and external stakeholders

Prioritize issues

Set time to address issues

Match issues with strategies

Set up targets and tracking progress



CREATION AND/OR STRENGTHENING OF THE GAD FOCAL POINT **SYSTEM ESSENTIAL ELEMENTS OF GAD PLANNING &**

BUDGETING

CAPABILITY BUILDING ON GAD

INSTITUTIONALIZATION OF GAD DATABASE/ **SDD**

For effective planning and implementation of GAD PPAs, LGUs shall ensure the that the essential elements in GPB are in place.

If these are not present or need to be strengthened in the LGU, LGU shall include them in their GPBs.



CONDUCT OF

GENDER AUDIT

CREATION AND/OR
STRENGTHENING OF
THE GAD FOCAL POINT
SYSTEM

ESSENTIAL
ELEMENTS OF
GAD
PLANNING &
BUDGETING

2.
CAPABILITY
BUILDING ON GAD

3.
CONDUCT OF
GENDER AUDIT





1.
CREATION AND/OR
STRENGTHENING OF
THE GAD FOCAL POINT
SYSTEM

Section 36b of the MCW:

 All agencies shall establish or strengthen their GAD Focal Point system (GFPS) to catalyze and accelerate gender mainstreaming within the agency.

The LCE shall sign appropriate issuances to institutionalize the establishment, reconstitution and/or strengthening of the GFPS

Functions of the GFPS

Lead in gender mainstreaming

Assist in formulating policies such as GAD Code

Lead in setting up systems and mechanisms

Coordinate efforts and advocate for integration of GAD in systems

Spearhead preparation of the GAD Plan & Budget in response to issues

Lead in monitoring the implementation of GPB, GAD Code, etc.

Lead preparation of GAD Accomplishment report

Strengten linkages with other LGUs, agencies, orgs on women's rights

Promote participation of women, CSOs in development planning

Ensure that all LGU personnel are capacitated on GAD

1.
CREATION AND/OR
STRENGTHENING OF
THE GAD FOCAL POINT
SYSTEM

STRUCTURE OF THE GFPS

HEAD OF AGENCY/ LGU GEPS CHAIRPERSON

GFPS EXECOM

- LCE as chair
- LGU department heads, Chairs of SP/SB Committees on Women, Children and Family, and of Apprpriations
- Reps from PNP's Women's Desk, Ips,PWDS, private sector, academe and NGOs, Pres of the Liga mg Barangay and SK Fed Pres

GFPS TECHNICAL WORKING GROUP (TWG)/ SECRETARIAT

 Key staff from the offices/depts or committees represented in the ExeCom, incl a rep from LCE office, private sector reps, academe and civil society

1.
CREATION AND/OR
STRENGTHENING OF
THE GAD FOCAL POINT
SYSTEM

ROLE OF THE

GFPS Chairperson

GFPS EXECOM

- .
- Direction setting and advisory to head of agency on GAD

Approve GPB and ensure its implementation

- Lead identification of GAD strategies
- Ensure timely submission of GPBs and GARs
- Monitor effective impl. of GAD plan and use of GAD budget
- Lead in forging partnerships on GAD
- Recommend approval of of GPB and GAR
- Recommend awards and recognition for good performing GFPS members

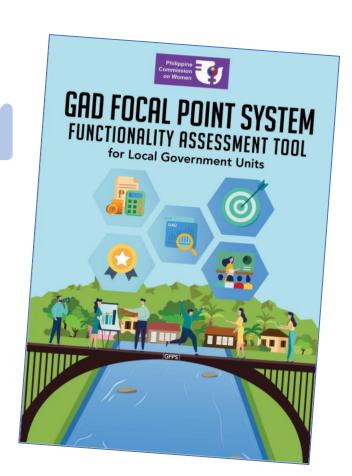
GFPS TWG/ Secretariat

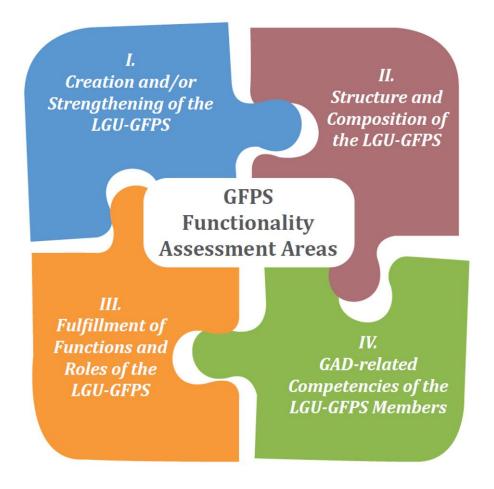
Formulate GPB and GAR

Issue policies

- Assist in capdev or provide TA in coordination with HRD
- Coordinate with concerned on their participation in GAD efforts
- Conduct advocacy and develop IEC materials
- Monitor impl. Of GAD PPAs
- Submit reports and recommendations to head

1.
CREATION AND/OR
STRENGTHENING OF
THE GAD FOCAL POINT
SYSTEM





2.
CAPABILITY
BUILDING ON GAD

- Clear understanding and appreciation of GAD is a prerequisite for GAD planning and budgeting
- Regular orientations and capacity development activities on GAD, including GAD-related laws and commitments.
- Trainings to include
 - Gender sensitivity
 - Gender mainstreaming
 - Gender analysis
 - Gender-responsive planning and budgeting

3.
CONDUCT OF
GENDER AUDIT

GENDER AUDIT

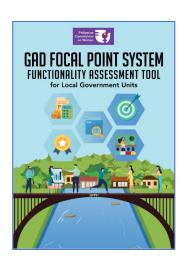
examination of the agency's/LGU's:

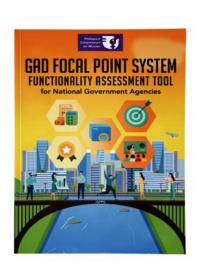
- level of gender mainstreaming or extent of the gender-responsiveness of its policies, programs and projects,
- level of gender awareness and competence of its personnel and
- the presence or absence of enabling mechanisms that support gender mainstreaming.

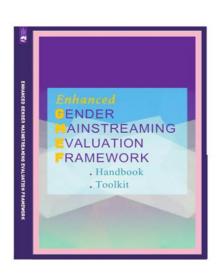
The result of the gender audit could be a basis of capacity development programs that must be implemented and in enhancing the gender-responsiveness of agency policies and PAPs.

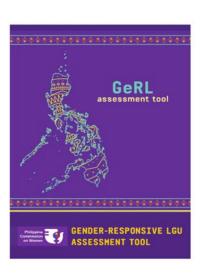
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CONDUCT OF
GENDER AUDIT

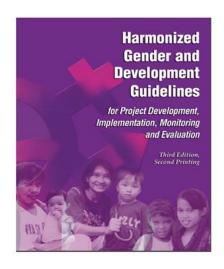
Gender audit ... also identifies gender issues and design strategies relevant to proposed/existing PPAS











4.
INSTITUTIONALIZATION
OF GAD DATABASE/
SDD

LGUs, through their Local Planning and Development Offices (LPDO), shall spearhead the establishment and maintenance of the GAD database to serve as basis for gender-responsive planning, programming and policy formulation. The GAD database, which can either be manually operated or developed and maintained digitally, shall form part of the overall management information system (MIS) of the LGU.

4.
INSTITUTIONALIZATION
OF GAD DATABASE/
SDD

Provinces, cities, municipalities, and barangays shall be capacitated to develop and/or enhance their GAD Databases. Barangay GFPS shall gather and process sex-disaggregated data and GAD-related information for submission to the city and/or municipality. The city and/or municipality shall consolidate the same for data processing, data analysis, data updating, and maintenance of their GAD databases. The consolidated city and/or municipal data shall be submitted to provinces for the updating and maintenance of their respective GAD databases.

General Guidelines in GAD Planning & Budgeting





General Guidelines in the Preparation of LGU GPB

1 guided by the desired goals and outcomes of national laws and international commitments

LGU should establish a functional GFPS other similar GAD mechanism with capacitated members

Adopt gender mainstreaming strategy to attain desired outcomes (use of gender analysis tools)

LGUs shall post in conspicuous places, websites, or print media their progress in gender mainstreaming, including the utilization of the GAD budget.

monitoring and evaluation systems to assess the effectiveness and efficiency of their gender mainstreaming efforts

active participation of local committees
/councils in partnership with gov't
agencies, academe, PS, CSOs optg at
the local level for effective GM

4 Led by the GAD Focal Point Mechanism

Formulated within the context of the LGU mandate to ensure gender mainstreaming in PPAs.

Steps in the Preparation of LGUs GPB



IDENTIFICATION OF PRIORITY ISSUES (GAD Agenda)

step

2

IDENTIFY APPROPRIATE PPAS TO ADDRESS PRIORITY GENDER ISSUES

step

3

APPLY THE HARMONIZED GAD GUIDELINES

step

4

FILL-OUT THE GPB AND GAD AR TEMPLATES



step 1

IDENTIFICATION OF PRIORITY ISSUES

In consultation with local functionaries and stakeholders, the LGU GFPS shall identify priority gender issues (GAD Agenda) to be addressed by the LGU during the three-year term of its leadership.

This Priority Gender Issues shall be the basis for the annual formulation of PPAs to be included in the LGU GPB.



step 1

IDENTIFICATION OF PRIORITY ISSUES

Priority gender issues may be derived from the:

- Review of national/local GAD related policies and plans;
- > Results of gender analysis and/or gender assessment using
 - GeRL Assessment Tool
 - SDD/information from the LGU GAD database
 - the Ecological Profile
 - CBMS and/or LGPMS and NHTS-PR as well as information from major programs and services of the LGU that reflect the gender gaps and/or issues faced by program/service beneficiaries, women and men constituents and employees;
- Results of program and project evaluations in terms of benefits to target beneficiaries;
- Review of GAD fund audit results GAD ARs to surface remaining gender issues not addressed in previous GPBs.







IDENTIFY APPROPRIATE PPAS TO ADDRESS PRIORITY GENDER ISSUES

PPAs to address Priority Gender Issues may be

- client-focused
- organization-focused.



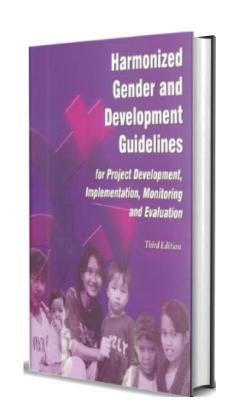
PRIORITY IS GIVEN TO EMERGING OR CONTINUING ISSUES AND CONCERNS

step 3

APPLY THE HARMONIZED GAD GUIDELINES

HGDG

- A tool to ensure that programs and projects undertaken by the government in their various stages are gender responsive.
- Formulated in 2004 by NEDA in collaboration with PCW and ODA —GAD Network, with suppor from UNDP and the ADB.
- Developed to provide a common instrument in
- Integrating gender perspectives in development programs and projects among government agencies, donor organizations, and other stakeholders.



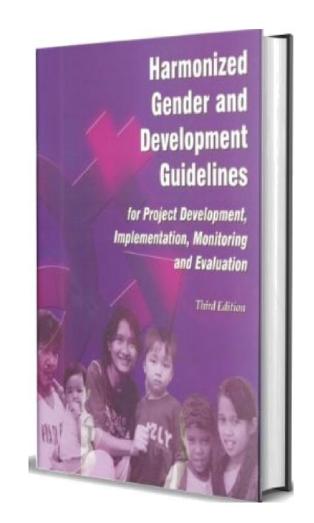




APPLY THE HARMONIZED GAD GUIDELINES

To gradually increase the gender-responsiveness of programs and projects

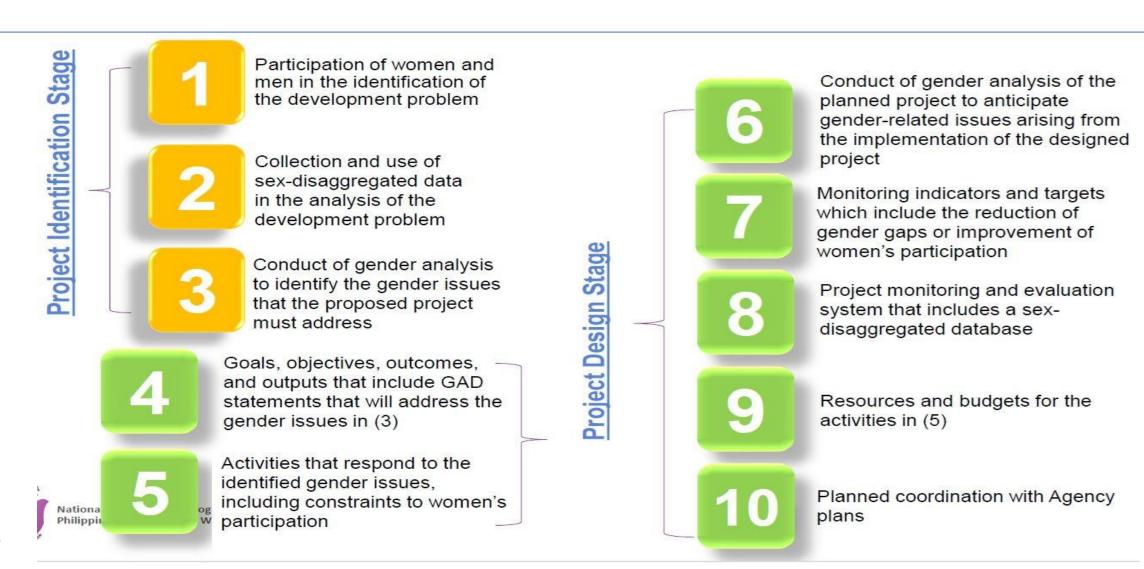
HGDG assessment will guide the LGUs
In identifying areas for continued
improvement and for attributing a portion
of or the whole budget of the program or
project to GAD





step 3

APPLY THE HARMONIZED GAD GUIDELINES





step 3

APPLY THE HARMONIZED GAD GUIDELINES

HGDG scores

	TT	HGDG Score	Description	Interpretation					
	H	Below 4.0	GAD is invisible	Proposal to be returned					
	G D	4.0 - 7.9	Promising GAD prospects (conditional pass)	Proposal earning a "conditional pass", pending identification of gender issue/s and the strategies and activities to address these, and inclusion of the collection of sex-disaggregated data in the monitoring and evaluation plan					
		8.0 - 14.9	Gender sensitive	Proposal passing the GAD test					
	G	15.0 – 19.9	Gender-responsive	Proponent to be commended					
OMEN		20.0	Fully gender- responsive	Proponent to be commended					



step 4 FILL-OUTTHE GPB AND GAD AR TEMPLATES

The GPB Template

								ANNEX
		ANNUAL GENDER	R AND DEVELOPMEN	IT (GAD) PLAN AND	BUDGET			
Region: Province: City/Municipality:		=			Total LGU B Total GAD B	udget: udget:		
Gender Issue or GAD Mandate	GAD Objective	Relevant LGU Program or Project	GAD Activity	Performance Indicator and		GAD Budge (6)	t	Lead or Responsible
(1)	(2)	(3)	(4)	Target (5)	MOOE	PS	co	Office (7)
CLIENT-FOCUSED								
Gender Issue								
2. GAD Mandate								
Sub-total A								
ORGANIZATION-FO	CUSED				A			
Gender Issue								
2. GAD Mandate								
Sub-total B								
ATTRIBUTED PROG				W	5t		28 cm = 80	
Title of LGU Program or Project			HGDG Design/ Funding Facility/ Generic Checklist Score	Total Annual Program/ Project Budget	GAD Attributed Program/ Project Budget			Lead or Responsible Office
	(8)		(9)	(10)		(11)		(12)
Sub-total C								
GRAND TOTAL (A+B	+C)						- 48	
Prepared by: Approved by:					Date:			
Chairperson, GFPS TWG			ocal Chief Executive	•	DD/MM/YEAR			



step 4 FILL-OUTTHE GPB AND GAD AR TEMPLATES

The GADAR Template

Region: Province: City/Municipality:	100- 500- 20					Total LGU Budge Total GAD Expe	et: nditure:	
Gender Issue or GAD Mandate (1)	GAD Objective (2)	Relevant LGU Program or Project (3)	GAD Activity (4)	Performance Indicator and Target (5)	Actual Results (6)	Approved GAD Budget (7)	Actual GAD Cost or Expenditure (8)	Variance or Remark
CLIENT- FOCUSE	D	1						
Gender Issue				3				
2. GAD Mandate Sub-total A								
ORGANIZATION-F	OCUSED					į.	6	
Gender Issue		8		3				
2. GAD Mandate								
Sub-total B ATTRIBUTED PRO	CDAMS					<u> </u>		
ATTRIBUTED PRO		FLGU Program or	Project		HGDG PIMME/ FIMME Score	Total Annual Program/ Project Cost or	GAD Attributed Program/ Project Cost	Variance or Remark
(10)					(11)	Expenditure (12)	or Expenditure (13)	(14)
					3			
Sub-total C					1			
GRAND TOTAL (A	+B+C)				3		3	
Prepared by: Approved by:				Date:				
	n, GFPS TWG	2	200	Chief Executive			DD/MM/YEA	5 <u>2</u> 5



Schedule to be Observed in GAD Planning and Budgeting

January (a year before the budget year) – LCE issues a directive to departments re annual GPB and GAR

January

- All LGU departments formulate GAR of preceding year
- LGU depts prepare their GPB proposals for succeeding year for submission to their LGU GFPS
- GFPS review and consolidate inputs submitted by the depts for preparation of LGU GPB and GAR

February

- Barangay GPBs are submitted to the city/municipality GFPS for review
- LGUs including barangays submit GAR of preceding year on ot before 5th day of February to city/municipality, cf COA audit team
- Provinces, cities and municipalities furnish copy of their GARs to respective DILG RO or Provincial LGU, as the case may be

March – GPBs of component cities and municipalities shall be submitted to the Province GFPS for review

Schedule to be Observed in GAD Planning and Budgeting

April – GPBs of provinces, HUCs, ICCs shall be submitted to the DILG ROs for review

April- May

- DILG RO review and endorse province/HUC/ICC GPBs which shall be returned to the LGU for inclusion in the AIP not later than May.
- LCE of province thru GFPS review and endorse GPBs and GARs of cities and municipalities
- LCE of cities and municipalities thru GFPS review and endorse the GPB and GARs of barangays within their jurisdiction

The review of the LGUs GPB will cover the alignment of the LGUs plan to the plan of the higher LGUs and the gender responsiveness of the PPAs of the GPB.

June – issuance of the Budget call by the LCE to all LGU departments/offices

Schedule to be Observed in GAD Planning and Budgeting

July-August – Integration of endorsed GPB PPAs in the annual budget proposals of concerned LGU departments/offices

The Local Finance Committee (LFC) ensures the integration of the GPB in the LGU budget proposals during the technical budget hearings

September – LFC ensure that identified GAD PPAs are reflected in the Local Expenditure Program and the Budget Expenditure and Sources of Financing

October – LCE ensures that identified GAD PPAs are included in the Budget Message and in the Executive Budget for submission to the Local sanggunian for its enactment NLT 16th day of October current fiscal year

Within 90 days from receipt of submitted annual/supplemental budgets, the DBM Ros review the budgets of HUCs, ICCs, provinces

SB/SP review the Barangay Annual/Supplemental Budget

DBM RO/Prov/City/Muni Sanggunian ensure that GAD PPAs hae reqd resource allocation in Annual Budget

GENDER AND DEVELOPMENT (GAD) PLANNING AND BUDGETING CALENDAR per PCW-DILG-DBM-NEDA JMC No. 2016-01

The Local Chief Executive (LCE) shall issue a directive to all LGU department/ offices for the preparation of their annual GAD Plan & Budget (GPB) and annual GAD Accomplishment Report (AR) (e.g. LGU FY 2017 GPB and FY 2015 GAD AR)

JANUARY (a year before budget year)

All LGU departments/ offices including barangays shall formulate their GAD AR of the preceding year.

JANUARY - FEBRUARY 02

Level of Submission of GAD AR and GPB:
GAD AR of Barangays to C/MPDO; Component Cities/Municipalities
to the PROO: CRR of Barangays to DILC C/MLCOO: component

to the PPDO; GPB of Barangays to DILG C/MLGOO; component

cities/municipalities to the DILG Provincial Office; and HUCs

vivolate PILB Regionar Monar

MARCH (not later than March 31)

DILG shall review and endorse LGU GPBs, which shall be returned to the concerned LGU for inclusion in the preparation of the AIP

APRIL-MAY (not later than end of May)

Integration of identified gender issues and concerns and GAD goals, strategies, objectives, targets & PPAs of the GPB during the formulation, updating or enhancement of the CLUP/ CDP. PDPFP/ ELA and issuance of the budget call by the LCE to all dep'ts/offices

JUNE-JULY

05

Integration of the endorsed GPB PPAs in the annual budget proposals of concerned LGU dep'ts./offices. The Local Finance Committee shall ensure the integration of the GPB in the LGU budget proposals Additional CAP Reconstical boudget hearings





PROJECT / ACTIVITY: Skills/Cooperative Training/Congress for AFC/RBO/Coop Members and Farm Families in the province of Benguet

Element and item/question	grander out the second sec	Done	ennen en e	Score for an item / element* (col.3)	Gender issues identified (col. 4)
(col. 1)	No (2a)	Partly (2b)	Yes (2c)		
1.0 Involvement of women and men (max score: 2; for each item, 1)	AND AND THE PARTY OF THE PARTY	The state of the s	The state of the s		
1.1. Participation of women and men in beneficiary groups in problem dentification (possible score: 0, 0.5, 1.0) >		And the second s	1.00	The state of the s	
1,2. Participation of women and men in beneficiary groups In proJect design(poss1ble scorer: 0, 0.5, 1.0) >			1.00		
2.0. Collection of sex-disaggredated data gender- related info rmatlon (possible scores: 0, 1.0, 2.0) >			2.00		
3.0. Conduct of gender analysis and idenfication of gender Issues (max score: 2; for each item, 1)			The state of the s		
3.1. Analysis of gender gaps and inequalities related to gender roles, perspectives and needs, or access to and control of resources (possible scores: 0, 0.5, 1.0) >		The state of the s	1.00		
3.2. Analysis of constraints and opportunities related to women and men's porticlpadon in the project (possible scores: 0, 0.5, 1.0) >			1.00		
TOTAL GAD SCORE - PROJECT 1DENTIFICATION STAGE			6.00		The state of the s
4.0 Gender equality goals, outcomes and outputs (possible scores: .0, 1.0, 2.0) Does the project have clearly stated gender equality goals, objectives, outcomes or outputs? >			2.00		
5.0. Matching of strategies with gender issues (possible icores: 0, 1.0, 2.0) Do the strategies and activities match the gender issues and gender quality goals identified? >			2.00		
6.0. Gender analysis of likely impact of the project (max score: 2; for each item or question, 0,67)		The second secon			
6.1. Are women and girl children among the direct or indirect beneficiaries? (possible scores: 0, 0.33, 0.67)			0.67		
6.2. Has the project considered Its long-term impact on women's socioeconomic status and empowerment7 (possible scores: 0, 0.33, 0.67) >	And description of the control of th		0.67		
6.3. Has the project included strategies for avoiding or minimizing negative impact on women's status and welfare? (possible scores: 0, 0.33, 0.67) >	No. of the second secon		0.67		
7.0 Monitoring targets and indicators (possible scores: 0, 1.0, 2.0)			The state of the s		

Flomant and item/question	Done			Score for	Gender issues
Element and item/question (col. 1)	No Partly (2a) (2b)		Yes (2c)	an item / element* (col.3)	identified (col. 4)
Does the project include gender equality targets and indicators to measure gender equality output and outcomes? >	angung ang ang ang ang ang ang ang ang ang a		2.00		
8.0. Sex-disaggregated database requirement (possible scores: 0, 1.0, 2.0) Does the project M&E system require the collection of sex-disaggregated data? >			2.00		
9.0. Resources (max score: 2; for each question, 1.0)					
9.1. Is the project's budget allotment sufficient for gender equality promotion or integration? OR, wlll the project tap counterpart funds from LGUs/partners for It GAD efforts (possible scores: 0, 0.5, 1.0) >		0.50			
9,2. Does the project have the expertise in promofing gender equality and women's empowerment? OR, does the project commit itself to investing project staff time in building capacities within the project to integrate GAD or promote gender equality? (possible scores: 0, 0.33, 0.67) >		0.50			
10.0 Relationship with the agency's GAD efforts (maximum score: 2; for each question or item, 0,67)					
10.1 Will the project build on or strengthen the LGU's commitment to the empowerment of women7 (possible scores: 0, 0.33, 0.67) IF THE AGENCY HAD NO GAD PLAN: Will the project help in the formulation of the implementing agency's GAD plan? >			0.67		
10.2. Will the project build on the initiatives of actions of other organizations in the area? (possible scores: 0, 0.33, 0.67) >			0.67		
10.3. Does the project have an exit plan that will ensure the sustainability of GAO efforts and benefits? (possible scores: 0, 0.33, 0.67) >			0.67		
TOTAL GAD SCORE - PROJECT DESIGN STAGE		19.0			

Interpretation of GAD Scores

Maximum score: 20 points

0 - 3.9 : GAD is invisible (Proposal to be returned)

4.0 - 7.9 : Has promising GAD prospects ("conditional pass")

8.0 - 14.9 : Gender sensitive

15.0 - 20.0 : Gender responsive