**Project Proposal**

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| Title | : | **DSWD PAMANA Turn-over Capacity Building Workshop for FO IX** |
|  |  |  |
| Project Cost | : | **TWO HUNDRED NINETY TWO THOUSAND NINE HUNDRED FIFTY PESOS (₱292,950.00)** |
|  |  |  |
| Date | : | 4-6; 10-13 May 2016 |
|  |  |  |
| Venue | : | Field Office IX, Zamboanga City |
|  |  |  |
| Participants | : | PAMANA-SLP Staff (NPMO and FO IX), MAT Members, Resource Persons |
|  |  |  |
| Fund Source | : | DSWD PAMANA-SLP (2015 Continuing Training Funds) |
|  |  |  |

# RATIONALE

To fully address the needs and challenges of peace-building and ensure the continuity of the gains of reintegration processes in isolated, hard-to-reach conflict-affected and -vulnerable areas across the Philippines, the Office of the Presidential Adviser for the Peace Process (OPAPP), as lead office, has partnered with 17 national line agencies to carry out programs and projects based on the three strategic Pillars of **PA**yapa at **MA**saganang Pamaya**NA**n (PAMANA)—the Aquino government’s peace and development framework and flagship program.

Specifically, the DSWD SLP-PAMANA program, with 3-year cycle from CY 2013 to CY 2015, has provided start-up funds and capacity trainings to 470 small-scale enterprise group (or Sustainable Livelihood Program Associations) organized across five (5) regions.

In Region IX, SLP-PAMANA covered 68 barangays in the Municipality of Salug, Zamboanga del Norte and Isabela City, Basilan. PAMANA intervention in these areas was supposed to end in December 2015 but due to delays in implementation, the PAMANA field PDOs were extended up to May 15, 2016. As of end-March 2016, procurement has been completed in all areas and the SLPA projects are set to be completed by May 2016.

Upon completion, monitoring of the PAMANA SLPA projects will then be turned-over to the SLP-Regular field staff and the City/Municipal Action Team (C/MAT). On this note, it is imperative that the MAT be duly oriented on PAMANA and the SLP guidelines related to monitoring and evaluation. Moreover, it becomes necessary for the MAT to be involved in the provision of continued technical assistance to SLPAs.

# OBJECTIVES

General Objective: To orient and capacitate the MAT on monitoring and providing technical assistance towards sustaining the gains of PAMANA and the operations of the SLPAs.

Specific Objectives:

* Orient the concerned MAT on the PAMANA framework and program elements;
* Mainstream PAMANA-SLP initiatives into regular monitoring and evaluation activities of the MAT;
* Develop a comprehensive work-plan to continue PAMANA and SLPA operations; and
* Initiate site inspection and immersion of the MAT members as transition mechanism.

# PROGRAM

PART 1: WORKSHOP PROPER

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| --- | --- | --- |
| Time | Topic | Presenter/ Lead Discussant |
| May 4/ AM | Travel (Arrival) |  |
| May 4/ PM | Preliminaries | Secretariat |
| May 5/ AM | Opening Amenities/ Welcome Remarks | FO IX RPMO |
| Presentation on PAMANA Framework | OPAPP Representative |
| Presentation on PAMANA-SLP | SLP-NPMO PAMANA Focal |
| Presentation on SLP M&E Process/Tools | SLP-NPMO Regional Monitor |
| May 5/ PM | Presentation of Accomplishments and Remaining Tasks | PAMANA Field PDOs |
| Presentation/Discussion of MAT TOR | RCC Representative |
| May 6/ AM | Planning for M&E/ TA Provision | MAT |
| May 6/ PM | Departure / Return to assigned Municipalities |  |

PART 2: IMMERSION AND ON-SITE MONITORING

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| --- | --- | --- |
| Time | Topic | Presenter/ Lead Discussant |
| May 10-13 | Monitoring of Barangays for Turnover | Resource Person / Immersion Facilitator |
| May 13 | Processing | Resource Person / Immersion Facilitator |

# PARTICIPANTS

PART 1: WORKSHOP PROPER

The DSWD PAMANA Turn-over Capacity Building Workshop will have a total of thirty-five (35) participants coming from the National and Regional PAMANA-SLP Implementing Offices, as well as the OPAPP.

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| **Office** | **Pax** |
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| **Central Office** | |
| SLP Director / Deputy Program Manager | 1 |
| SLP Pamana Focal | 1 |
| SLP Regional Monitor | 1 |
| OPPAP Representative | 1 |
| **Field Office IX** | |
| RPMO Staff (ARDO, RPC, TO, Admin Staff) | 4 |
| FO IX MAT incldng PAMANA PDOs (Isabela-16; Salug-10) | 26 |
| Resource Person (RCC) | 1 |
|  |  |
| **Total** | **35** |

Specifically, identified members of the C/MAT that are pertinent to continue participant and project monitoring must represent the identified areas. These should include C/MAT regular and PAMANA staff, PC/Ls, and Regional Convergence Coordinators.

PART 2: IMMERSION AND HANDS-ON MONITORING

C/MAT Members will return to their designated areas and will be taught / facilitated by the out-going PAMANA PDOs on how to monitor PAMANA areas.

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| **Office** | **Pax** |
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| **Field Office IX** | |
| FO IX MAT | 26 |

# BUDGETARY REQUIREMENTS

The total budget cost for the series of activities is **TWO HUNDRED NINETY TWO THOUSAND NINE HUNDRED FIFTY PESOS (₱292,950.00).** This amount is further split between two activities:

* The Workshop Proper amounting to **₱261,750.00**
* The Immersion and Hands-on Monitoring amounting to **₱31,200.00**

Budget Details:

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **I. WORKSHOP PROPER** | | | | | | | | | | | | | |
|  |  | **Transportation Expense** | | | | | | **Board and Lodging** | |  |  |  |  |
|  |  | **Land** | | | | **Air** | **Total** | P50 /pax | **Docu** | **Hon** |  |
| **Office** | **Pax** | **Residence -Terminal** | **Bus 2way** | **Airport to bus** | **Terminal to venue** | **Plane** | **SubTotal** | **Days** | **TOTAL** | **Supplies** | **2000/day** | **800/hr** | **Total** |
| **P1800 /day** |
| **Central Office** | | | | | | | | | | | | | |
| SLP Director / Deputy Program Manager | 1 | 700.00 | - | - | 500.00 | 10,000.00 | 11,200.00 | 3 | 5,400.00 | 50 | - | - | 16,650.00 |
| SLP Pamana Focal | 1 | 700.00 | - | - | 500.00 | 10,000.00 | 11,200.00 | 3 | 5,400.00 | 50 | - | - | 16,650.00 |
| SLP Regional Monitor | 1 | 700.00 | - | - | 500.00 | 10,000.00 | 11,200.00 | 3 | 5,400.00 | 50 | - | - | 16,650.00 |
| OPPAP Representative | 1 | 700.00 | - | - | 500.00 | 10,000.00 | 11,200.00 | 1 | 1,800.00 | 50 | - | - | 13,050.00 |
| **Field Office IX** | | | | | | | | | | | | | |
| RPMO Staff (ARDO, RPC, TO, Admin Staff) | 4 | 500.00 | - | - | - | - | 2,000.00 | 3 | 21,600.00 | 200 | - | - | 23,800.00 |
| FO IX MAT | 26 | 500.00 | - | - | - | - | 13,000.00 | 3 | 140,400.00 | 1300 | - | - | 154,700.00 |
| Resource Persons | 1 | 500.00 | - | - | - | - | 500.00 | 3 | 5,400.00 | 50 | - | 2,400.00 | 8,350.00 |
| Documenter | 1 | 500.00 | - | - | - | - | 500.00 | 3 | 5,400.00 | 0 | 6,000.00 | - | 11,900.00 |
| **Sub Total** | **36** |  |  |  |  |  | **60,800.00** |  | **190,800.00** | **1,750.00** | **6,000.00** | **2,400.00** | **261,750.00** |

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| **II. IMMERSION AND HANDS-ON MONITORING** | | | | | | | | | | | | | |
| **Office** | **Pax** | **Transportation** | | | | | | **Board (Meals/Venue) @ 300/pax/day** | | **Supplies** | **2000/day** | **800/hr** | **Total** |
| **Residence -Terminal** | **Bus 2way** | **Airport to bus** | **Terminal to venue** | **Plane** | **SubTotal** | **Days** | **TOTAL** |
| **Field Office IX** | | | | | | | | | | | | | |
| FO IX MAT | 26 | - | - | - | - | - | - | 4 | 31,200.00 | - | - | - | 31,200.00 |
| **Grand Total** | **26.00** | **-** | **-** | **-** | **-** | **-** | **-** |  | **31,200.00** | **-** | **-** | **-** | **31,200.00** |

Cost Distribution:

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| --- | --- | --- | --- |
|  | I. Workshop | II. Immersion | Total |
| Field Office | 216,950.00 covering transportation expenses of participants from the Central Office / Manila. | 31,200.00 covering the board per participant per day for the C/MAT | 248,150.00 |
| Central Office | 44,800.00 covering board and lodging, supplies, documentation, honoraria, and transportation expenses from the host region. | - | 44,800.00 |
|  | **261,750.00** | **31,200.00** | **292,950.00** |

# RECOMMENDATION

We recommend that the amount of **TWO HUNDRED NINETY TWO THOUSAND NINE HUNDRED FIFTY PESOS (₱292,950.00)** be approved to cover the needed expenses of the participants in the upcoming DSWD PAMANA Turn-over Capacity Building Activities. Said amount is chargeable against the SLP PAMANA funds.

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| Prepared by:  **DAVID DANIEL P. PAGULAYAN**  Project Development Officer |  |
| Endorsed by: | Approved as to Purpose: |
| **ALICIA B. BALACAOC**  SLP-PAMANA Focal  Sustainable Livelihood Program | **GIL DENNIS A. RAPOSA**  Director  Sustainable Livelihood Program |
| Approved/ Disapproved: | Certified as to Fund Availability: |
| **CAMILO G. GUDMALIN**  Undersecretary  OPG-Promotive Programs | **DESEREE D. FAJARDO**  Director  Financial Management Service |