

Republika ng Pilipinas  
(Republic of the Philippines)  
MINISTERI NG EDUKASYON AT KULTURA  
(MINISTRY OF EDUCATION AND CULTURE)  
Manila

January 18, 1979

MEC MEMORANDUM  
No. 18, s. 1979

1979 SUMMER INSTITUTE ON YOUTH VOLUNTEER  
MANAGEMENT FOR YCAP COORDINATORS

To: Bureau Directors  
Regional Directors  
Coordinator, State Colleges and Universities  
School Superintendents  
Heads of Private Schools, Colleges  
and Universities

1. The Ministry of Education and Culture (MEC) through the National YCAP Coordinating Center and Dangerous Drugs Board (DDB) are jointly sponsoring a three-week Summer Institute on Youth Volunteer Management for YCAP coordinators at Baguio Vacation Normal School, Teachers Camp, Baguio City from May 7 to 27, 1979. The training courses, Phase I and Phase II, shall be conducted simultaneously on these dates.
2. The courses offered are based on the approved curriculum for Master of Arts in Education on Youth Volunteer Management with the corresponding number of units to be credited by the Baguio Vacation Normal School as indicated in Inclosure No. 2 of MEC Memorandum No. 293, s. 1978.
3. The objectives of the summer institute are as follows:

Phase I

- a. Re-orient YCAP coordinators on the objectives and revitalized Youth Civic Action Program in the total national development effort of the New Society;
- b. Acquaint participants with their roles, functions and responsibilities in the effective implementation of the Youth Countryside Action for Progress;







- c. Develop regional, division and school YCAP action plans geared to the development of rural and depressed communities for the school year 1979-1980; and
- d. Orient participants in the newer strategies and approaches in YCAP program including Mobile School Theatre and YCAP Mobile Cinema.

Phase II

- a. Analyze the impact of YCAP as implemented in the districts, divisions and regions;
  - b. Evaluate the driving and restraining forces in the successful implementation of YCAP;
  - c. Re-orient participants on strategies of the seven program thrusts of YCAP; and
  - d. Prepare a 5-year YCAP development plan for their respective school/division/region.
4. Participants to this 1979 Summer Institute shall be as follows:

Phase I

One outstanding YCAP coordinator and full-time regional YCAP coordinator from each region duly certified by the regional director.

One duly designated full time division YCAP coordinator, with an outstanding performance/contribution to the YCAP for the school year 1975-1979. In the absence of the division YCAP coordinator, an outstanding district YCAP coordinator duly certified by the schools division superintendent may be designated.

Phase II

One (1) participant from each region and school division who has successfully completed the first phase of the Summer Leadership Institute on Youth Volunteer Management in Baltimore City. He/she must be designated YCAP coordinator and have actually performed as such during the school year 1978-1979.









5. ~~Expenses for tuition fees, and board and lodging of each participant.~~ shall be taken from the DAP-YCAP project funding of the Dangerous Drugs Board. Transportation to and from Hagulo City and other incidental expenses incurred by each participant shall be charged against local funds, subject to the usual accounting and auditing regulations.

6. The names of participants duly certified by their respective schools superintendents and/or regional directors should be submitted to the National YCAP Coordinating Center on or before March 17, 1979. All participants shall fill-up and submit the inclosed form upon registration.

7. Administrators of private schools and interested vocational institutions and presidents of state colleges and universities may send the names of their recommendees to this institute on or before March 15, 1979, subject to final screening by the National YCAP Coordinating Center. Only duly designated or appointed YCAP coordinators may be nominated. All expenses including tuition, board and lodging fees, transportation and per diems shall be borne by their respective schools or division depending upon the availability of funds, subject to the usual accounting and auditing regulations.

8. It is desired that this Memorandum be disseminated to the field as soon as possible.

(SGD.) JUAN L. MANUEL  
Minister of Education and Culture

Incl.:

As stated

References:

Department Memorandums: Nos. 19, and (293) s. 1978

Allotment: 1-2-3-4—(D.O. 2-76)

To be indicated in the Perpetual Index  
under the following subjects:

~~ADMISSION~~ or ENROLMENT  
~~CENTERS~~  
~~CLASSES~~

~~SOCIETY~~ or ASSOCIATIONS  
~~TEACHERS CAMP~~  
~~VACATION CLASSES~~







Republic of the Philippines  
MINISTRY OF EDUCATION AND CULTURE  
Manila

SCHOLARSHIP CONTRACT FOR YCAP COORDINATORS  
(Form A: Scholarship with Pay)

I, \_\_\_\_\_ in consideration of the scholarship granted me by the Ministry of Education and Culture and the Dangerous Drugs Board, and of the payment of my salary by the Republic of the Philippines (Ministry of Education and Culture) during the period of such scholarship, do hereby agree:

1. To specialize on Youth Volunteer Management at the Baguio Vacation Normal School, Baguio City, for a period of 3 weeks which will be the duration of the scholarship.
2. To maintain a grade of at least 1.5 in every subject at the training institution throughout the training period.
3. To return to the division and school, where I was previously assigned, after the termination of my scholarship in order to render service as YCAP coordinator for not less than two years.
4. To submit in due time all required reports regarding the activities relevant to the kind of training I acquired under the scholarship that I enjoyed.
5. To train understudies in my area of specialization so that in the event that I am promoted or transferred to another division, someone may take over my job.
6. To defray other expenses in connection with my scholarship not chargeable to the government or other grantor with the understanding that my salary will be paid regularly by the Ministry of Education and Culture during my study.
7. To reimburse to the Republic of the Philippines, through the Ministry of Education and Culture, the amount equal to the total compensation paid to me during the period of my scholarship in the event that, through inexcusable neglect or circumstances within my control, I fail to abide by the terms of this contract at any time during or after the period of my scholarship.









8. To furnish the National YCAP Coordinating Center, Ministry of Education and Culture, the following credentials during the period of my scholarship grant:

- a. A project proposal on YCAP
- b. A copy of my action program/5-year development plan in YCAP.

IN WITNESS WHEREOF, I have herunto set my hand this  
\_\_\_\_\_ day of \_\_\_\_\_, 19\_\_ at \_\_\_\_\_  
\_\_\_\_\_, Philippines.

\_\_\_\_\_  
Signature of Grantee

\_\_\_\_\_  
Designation

TESTED:

\_\_\_\_\_  
City/Provincial Superintendent of Schools

SWORN STATEMENT

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of  
\_\_\_\_\_, 19\_\_ at \_\_\_\_\_ Philippines,  
the grantee exhibited to me his/her Residence Certificate  
No. \_\_\_\_\_ issued at \_\_\_\_\_ on \_\_\_\_\_  
19\_\_.

\_\_\_\_\_  
Administering Officer





