



FEB 20 2008

DepED MEMORANDUM
No. 85 s. 2008

GUIDELINES FOR THE UTILIZATION OF DOWNLOADED DEPED CENTRAL OFFICE FUNDS AS SUPPORT FOR THE IMPLEMENTATION OF NATIONALLY IMPLEMENTED ELEMENTARY EDUCATION PROGRAMS AND PROJECTS

To: Regional Directors
Schools Division/City Superintendents
Heads, Public Elementary Schools

1. Aware of the DepED's mandate to provide quality education for all, the Bureau of Elementary Education (BEE) is downloading funds in the total amount of PhP42.5 million as assistance to the regions and divisions to reinforce the implementation of the following DepED-BEE's national priority programs:

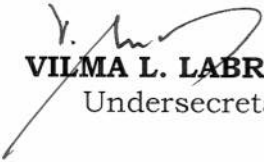
SUPPORTED PROGRAMS/PROJECTS

School-Based Management-APPES Preschool Education Programs for Children At Risk

2. The downloaded funds are chargeable against the following:
- The Preschool Funds, with a total amount of PhP25.5 Million, shall be charged against the 2007 Preschool Funds under GAA per RA No. 9401 with appropriation code A.III.e17 appropriated in the order specified in Enclosure no. 2;
 - The DepED-HRTD funds, with a total amount of PhP17 Million, shall be charged against DepED-2007 Training and Development funds.
3. The regions and divisions are enjoined to operationalize the enclosed guidelines in their implementation of the supported programs and projects to ensure the enhancement of the performance of the target schools and clientele. Disbursements of the funds are likewise, detailed in the enclosed guidelines.
4. For purposes of research and development, regions and divisions shall submit baseline and terminal project reports using the formats and dates specified in the enclosed implementing guidelines.

5. For more information, direct all inquiries to the Staff Development Division, Bureau of Elementary Education (BEE), c/o Ms. Angelita M. Esdicul, Officer-in-Charge Chief, Meralco Avenue, Pasig City at tel. nos. (02) 687-2948 and e-mail address: sdd_bee.deped@yahoo.com.

6. Immediate and wide dissemination of this Memorandum is desired.


VILMA L. LABRADOR
Undersecretary

Encls.: As stated

Reference: None

Allotment: 1—(D.O. 50-97)

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

ELEMENTRY EDUCATION
FUNDS
PROJECTS
PROGRAMS

Reformatted by: Sally – utilization of downloaded DepED C.O.
February 14, 2008

**GUIDELINES FOR THE UTILIZATION OF DOWNLOADED
DEPED CENTRAL OFFICE FUNDS AS SUPPORT FOR THE IMPLEMENTATION OF
NATIONALLY IMPLEMENTED ELEMENTARY EDUCATION
PROGRAMS AND PROJECTS**

1. The Department of Education, through the Bureau of Elementary Education, shall be downloading a total of ₱42.5 Million to the regions and divisions as funding support for the implementation of national priority programs and projects in elementary education. Specific allocation per division is found in enclosure 2.
2. The downloaded funds are chargeable against specific budget found below.
 - a. The Preschool Funds, with a total amount of ₱25.5 Million, shall be charged against the 2007 Preschool Funds under GAA per RA 9401 with appropriation code A.III.e.17.
 - b. The DepED-HRTD funds, with a total amount of ₱17 Million, shall be charged against DepED- 2007 Training and Development funds.
3. The support funds shall be utilized solely for the implementation of the priority programs and projects specified in the table below per project proposal submitted to the BEE:

SUPPORTED PROGRAMS/ PROJECTS
School-Based Management-APPES
Preschool Education
Programs for Children At Risk (Prog-CAR)

4. The downloaded funds should be used **exclusively** for any of the following activities:
 - a. School-Based Management-APPES and Program for Children At Risk (Prog-CAR)
 - Orientation/ Training of target clientele including supervisors, school heads, teachers and community
 - Procurement/ acquisition of learning materials to improve LEARNING in target schools
 - Actual evaluation to recommended schools for APPES and monitoring visits to targeted schools with Prog-CAR pupils
 - Technical assistance to be provided to divisions/ schools
 - b. Preschool Education
 - Orientation/ Training of daycare workers in 949 target areas
 - Actual monitoring of preschool classes
 - Conduct of school readiness assessment
 - Technical assistance to be provided to divisions/ schools and
 - Strategic planning and advocacy with stakeholders on the organization of preschool classes

5. Regions and divisions shall be accountable for the judicious disbursement and allocation of downloaded funds and proper liquidation at own organizational level subject to the usual accounting and auditing rules and regulations.
6. Since the fund sources are continuing appropriation from 2007, the funds should be utilized before the end of 2008. The liquidation of said funds, however, should be left at the discretion of the Regional Director but not to exceed the second quarter of 2009.
7. The BEE shall monitor the utilization of the funds and will **oblige** the regions and divisions to submit project reports using the attached enclosures 3-5 formats at these terminal dates:

	APPES-SBM	Prog-CAR
Baseline Report	July 2008	May 2008
Quarterly Reports	end of every quarter	end of every quarter
Terminal Report	Mar 2009	Mar 2009

Preschool Education

Update on data	June 2008
Training Proposal for DCC Workers	March 15, 2008
School Readiness Report	
1 ST Assessment	1 st week July 2008
2 nd Assessment	1 st week September 2008

8. In as much as the goal of the downloading of funds is to improve the performance of the elementary sector, monitoring shall focus on the accomplishments of targets set in the baseline data of the targeted beneficiaries.

Goals and targets must be clearly defined for project implementation, with the example below, as this will be the basis for evaluating the project gains and accomplishments:

- ✓ Set the targets for the performance indicators annually until
 - completion rate (CR) from ____ to ____
 - enrolment rate (ER) from ____ to ____
e.g. increase enrolment rate by 5 from 75% to 80%
 - drop-out rate from ____ to ____
e.g. decrease DR by 5
 - achievement level from ____ to ____
 - increase MPS in all subjects by 2 to 5
 - decrease Non-Readers by ____ %
 - increase preschoolers who are ready for grade 1 by ____ %

9. For research and development, regions and divisions should submit baseline information of their targeted beneficiaries using the attached table format (see enclosures 3 and 4) and project terminal report format (see enclosure 5). Likewise, for reporting purposes, regions and divisions are enjoined to utilize the School Report Card format for presentation to stakeholders for support and accountability purposes.

Enclosure 2

BREAKDOWN FOR DOWNLOADED PRESCHOOL SUPPORT FUNDS**2007 Preschool Budget Breakdown**

Region	Division	Amount
I		1,000,000.00
	Candon City	38,000.00
	Dagupan City	38,000.00
	Ilocos Norte	38,000.00
	Ilocos Sur	40,000.00
	La Union	38,000.00
	Laoag City	38,000.00
	Pangasinan II	40,000.00
	San Carlos City	38,000.00
	Urdaneta City	38,000.00
	Alaminos City	38,000.00
	Pangasinan I	40,000.00
	Vigan City	38,000.00
	San Fernando City	38,000.00
II		1,000,000.00
	Batanes	55,000.00
	Cagayan	100,000.00
	Isabela	95,000.00
	Nueva Vizcaya	50,000.00
	Quirino	100,000.00
	Tuguegarao City	50,000.00
	Cauayan City	50,000.00
III		1,000,000.00
	Angeles City	20,000.00
	Aurora	26,000.00
	Balanga	20,000.00
	Bataan	20,000.00
	Bulacan	55,000.00
	Cabanatuan City	25,000.00
	Gapan City (New)	20,000.00
	Malolos City (New)	25,000.00
	Nueva Ecija	50,000.00
	Olongapo City	20,000.00
	Pampanga	50,000.00
	San Fernando City	20,000.00

	San Jose del Monte City	20,000.00
	Tarlac	50,000.00
	Tarlac City	27,000.00
	Zambales	32,000.00
	Muños Science City	20,000.00
IV CALABARZON		1,000,000.00
	Antipolo City	25,000.00
	Batangas	66,000.00
	Batangas City	25,000.00
	Calamba City	25,000.00
	Cavite	60,000.00
	Cavite City	25,000.00
	Laguna	60,000.00
	Lipa City	25,000.00
	Lucena City	25,000.00
	Quezon	50,000.00
	Rizal	39,000.00
	San Pablo City	25,000.00
	Tanauan City (New)	25,000.00
	Sta. Rosa City	25,000.00
IV MIMAROPA		1,000,000.00
	Calapan City	50,000.00
	Marinduque	100,000.00
	Occidental Mindoro	50,000.00
	Oriental Mindoro	100,000.00
	Romblon	100,000.00
	Palawan	50,000.00
	Puerto Princesa City	50,000.00
V		1,000,000.00
	Albay	38,000.00
	Camarines Norte	40,000.00
	Camarines Sur	38,000.00
	Catanduanes	38,000.00
	Iriga City	38,000.00
	Legaspi City	38,000.00
	Ligao City (New)	38,000.00
	Masbate	40,000.00
	Masbate City (New)	38,000.00
	Naga City	38,000.00
	Sorsogon	40,000.00
	Sorsogon City	38,000.00
	Tabaco City	38,000.00
VI		1,000,000.00
	Aklan	28,000.00
	Antique	35,000.00

	Bacolod City	28,000.00
	Bago City	28,000.00
	Cadiz City	28,000.00
	Capiz	28,000.00
	Guimaras	28,000.00
	Iloilo	45,000.00
	Iloilo City	28,000.00
	Kabankalan City	28,000.00
	La Carlota City	28,000.00
	Negros Occidental	28,000.00
	Roxas City	28,000.00
	Sagay City	28,000.00
	San Carlos City	28,000.00
	Silay City	28,000.00
	Passi City	28,000.00
VII		1,000,000.00
	Bohol	37,000.00
	Cebu	45,000.00
	Cebu City	33,000.00
	Dumaguete City	30,000.00
	Lapu-Lapu City	30,000.00
	Mandaue City	30,000.00
	Negros Oriental	40,000.00
	Siquijor	35,000.00
	Talisay City (New)	30,000.00
	Toledo City	35,000.00
	Danao City	30,000.00
	Tanjay City	35,000.00
	Tagbilaran City	30,000.00
	Bayawan City	30,000.00
	Bais City	30,000.00
VIII		1,000,000.00
	Biliran	45,000.00
	Calbayog City	40,000.00
	Eastern Samar	48,000.00
	Leyte	45,000.00
	Northern Samar	40,000.00
	Ormoc City	55,000.00
	Samar (Western Samar)	55,000.00
	Southern Leyte	87,000.00
	Tacloban City	40,000.00
	Maasin	45,000.00
IX		1,000,000.00
	Dapitan City	50,000.00
	Dipolog City	50,000.00

	Isabela City	50,000.00
	Pagadian City	80,000.00
	Zamboanga City	60,000.00
	Zamboanga del Norte	70,000.00
	Zamboanga del Sur	90,000.00
	Zamboanga Sibugay Prov.	50,000.00
X		1,000,000.00
	Bukidnon	41,000.00
	Cagayan de Oro City	43,000.00
	Camiguin	43,000.00
	Gingoog City	42,000.00
	Iligan City	41,000.00
	Lanao del Norte	45,000.00
	Misamis Occidental	42,000.00
	Misamis Oriental	41,000.00
	Ozamis City	41,000.00
	Oroquieta City	41,000.00
	Tangub City	40,000.00
	Valencia City	40,000.00
XI		1,000,000.00
	Compostela Valley City	57,000.00
	Davao del Norte	55,000.00
	Davao City	58,000.00
	Davao del Sur	55,000.00
	Davao Oriental	55,000.00
	Digos City	55,000.00
	Panabo City	55,000.00
	Tagum City	55,000.00
	Island Garden City of Samal	55,000.00
XII		1,000,000.00
	Cotabato City	55,000.00
	General Santos City	55,000.00
	Koronadal City	55,000.00
	North Cotabato	60,000.00
	Sarangani	55,000.00
	South Cotabato	55,000.00
	Sultan Kudarat	55,000.00
	Kidapawan City	55,000.00
	Tacurong City (New)	55,000.00
CARAGA		1,000,000.00
	Agusan del Norte	62,000.00
	Agusan del Sur	66,000.00
	Butuan City	62,000.00
	Siargao	62,000.00

	Surigao City	62,000.00
	Surigao del Norte	62,000.00
	Surigao del Sur	62,000.00
	Bislig City	62,000.00
CAR		1,000,000.00
	Abra	75,000.00
	Apayao	70,000.00
	Baguio City	70,000.00
	Benguet	70,000.00
	Ifugao	70,000.00
	Kalinga	70,000.00
	Mt. Province	75,000.00
NCR		1,000,000.00
	Caloocan City	38,000.00
	Las Piñas City	35,000.00
	Makati City	35,000.00
	Malabon City-Navotas	35,000.00
	Mandaluyong City	35,000.00
	Manila	38,000.00
	Marikina City	35,000.00
	Muntinlupa City	35,000.00
	Parañaque City	35,000.00
	Pasay City	35,000.00
	Pasig & San Juan	35,000.00
	Quezon City	38,000.00
	Taguig & Pateros	35,000.00
	Valenzuela City	36,000.00
ARMM		1,000,000.00

Data of Children at Risk in School Beneficiaries Under Program for Children at Risk (Prog-CDAR)

Division _____ SY _____ Region _____

Children at Risk Group Code
 1A - children with learning disabilities
 2A - children with special disabilities
 1B - children in multigrade schools
 2B - children in low performing schools
 3B - Muslim children
 4B - children of IP's
 1C - children in armed conflict
 2C - street children
 3C - child laborers
 4C - abused/ exploited children
 5C - indigent children
 1 D - others not classified

Name of School	Code	No. of Beneficiaries		Phil-IRI of Children by Level					School Performance					Health Profile		
		M	F	Frus.	Inst.	Ind.	NR	Gr. 3 Reading Test Score	E	S	M	Dropout Rate	Survival Rate	BN	N	AN
1																
2																
3																
4																
5																
6																
7																
8																
9																
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Legend: BN - (Below Normal) Frus. - frustration Ind. - independent E - English
 N - (Normal) Inst. - instructional NR - non-reader S - Science
 AN - (Above Normal) M - Math

ACTIVITY IMPLEMENTATION REPORT

A. Reference

Funds Used: _____
Title of Activity: _____ Project Title: _____
Implementing Agency: _____

B. Details of Implementation:

Location of Activity: _____
Date/s of Implementation: From: _____ To: _____
Number of Participants: _____
Categories of Participants: _____
Nature of Activity: _____

(Training) Specify topics: _____

(Technical Assistance)
Specify nature of assistance: _____

(Purchase/Acquisition of learning materials)
Specify materials acquired: _____

Actual Outputs of the Activity: _____

Major problems encountered in implementation (Name reasons for shortfall or deviations from target in bullets, if any): _____

Main lessons learned (in bullets please): _____

Follow-up actions (in bullets): _____

Signature over Name of Focal Person

Date