



Republic of the Philippines
Province of Iloilo
Municipality of Tigbauan
OFFICE OF THE SANGGUNIANG BAYAN



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EXCERPT FROM THE MINUTES OF THE **REGULAR SESSION** OF THE HONORABLE SANGGUNIANG BAYAN, TIGBAUAN, ILOILO HELD AT THE S.B. SESSION HAL, TIGBAUAN MUNICIPAL BUILDING, TIGBAUAN, ILOILO ON MARCH 10, 2014 AT 1:50 IN THE AFTERNOON

PRESENT:

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| HON. ROEL T. JARINA, | - Vice Mayor & Presiding Officer |
| HON. JOSE DONEL T. TRASPORTO, | - S.B. Member |
| HON. RENEE LIBRODO-VALENCIA, | - S.B. Member |
| HON. VIRGILIO T. TERUEL, | - S.B. Member |
| HON. MARLON R. TERUÑEZ, | - S.B. Member |
| HON. MA. GERRYLIN SANTUYO-CAMPOSAGRADO, | - S.B. Member |
| HON. SUZETTE MARIE HILADO-BANNO, | - S.B. Member |
| HON. ARIEL I. BERNARDO, | - S.B. Member |
| HON. RONNIE T. PAGUNTALAN, | - Liga President |

FORCED LEAVE:

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| HON. RICKY T. NULADA, | - S.B. Member |
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Resolution No. 2014-026

RESOLUTION AUTHORIZING THE MUNICIPAL MAYOR, ATTY. SUZETTE TENEFRANCIA-ALQUISADA FOR AND IN BEHALF OF THE MUNICIPALITY OF TIGBAUAN TO ENTER INTO A MEMORANDUM OF AGREEMENT WITH THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT AND CATHOLIC WOMEN'S LEAGUE (CO-CHAIRMAN, MPRAT) FOR THE IMPLEMENTATION OF PARTICIPATORY GRASSROOTS PLANNING AND BUDGETING ACTIVITIES THROUGH PROTECTIVE SERVICE UNIT (PSU), KAPIT-BISIG LABAN SA KAHIRAPAN-COMPREHENSIVE AND INTEGRATED DELIVERY OF SOCIAL SERVICES (KALAHI-CIDSS) AND SUSTAINABLE LIVELIHOOD PROGRAM (SLP).

WHEREAS, pursuant to the DBM, DILG, DSWD, and NAPC issued Joint Memorandum Circular 03 series of 2012 (JMC 03 s. 2012), specifying the guidelines for the implementation and monitoring of Participatory Grassroots Planning and Budgeting projects for FY 2014, both the DSWD and Local Government Unit and or CSOs shall uphold the principle of people empowerment even during the course of and post project implementation;

WHEREAS, the DSWD, through the Protective Service Unit (PSU), Kapit-Bisig Laban Sa Kahirapan-Comprehensive and Integrated Delivery of Social Services KALAHI- CIDSS) and Sustainable Livelihood Programs (SLP) National And Regional Offices (NPMO and RPMOs), assisted the HDPRC in the implementation of the pilot phase by facilitating the conduct of Participatory Grassroots Planning and Budgeting Activities specifically in 223 KC municipalities nationwide;

WHEREAS, the DSWD, through the Regional Project Management Offices shall manage the review and assessment of projects and approval and disbursement of Participatory Grassroots Planning and Budgeting funds to the respective eligible LGUs and CSOs to implement the Participatory Grassroots Planning and Budgeting Projects as stipulated in the DSWD Administrative Order No. 05;

WHEREAS, the citizens and their organizations are encouraged to participate in all aspects of implementation of Participatory Grassroots Planning and Budgeting, wherein the DSWD, through its partners not limited to the non- KC municipalities that will implement projects through the Community- Driven Development (CDD) approach;

WHEREAS, all parties believe that the partnership of the LGUs, and the national government agency is necessary to contrive success in project implementation;

WHEREAS, the MSWDO for LGU-Tigbauan has prepared the following project proposals for the conduct of Supplemental Feeding Program for Kinder School Children and for the provision of Learning Materials/Storybooks for Disadvantaged Children Enrolled in Day Care Centers, to wit:

1. Learning Materials/Storybooks for Disadvantaged Children Enrolled in Day Care Centers

Beneficiaries: 50 Day Care Centers in 44 Barangays
Project Cost: Php 575,000.00
Source of Fund: DSWD Field Office VI (Php 500,000.00)
 LGU Counterpart (Php75,000.00)
Duration : Whole year round

2. Supplementary Feeding Program for Kinder School Children

Beneficiaries: 350 pre-elementary children (Kindergarten)
Project Cost: Php 575,000.00
Source of Fund: DSWD Field Office VI (Php 500,000.00)
 LGU Counterpart (Php75,000.00)
Duration : 120 days

WHEREAS, the following are the **ROLES AND RESPONSIBILITIES** of the parties:

Section 1: The Department of Social Welfare and Development (DSWD)

Pursuant to this agreement, it shall be the role and responsibility of the DSWD to;

1. *Inform and orient, through the Regional Technical Working Group (RTWG), concerned LGUs and / Or CSOs of the Department's internal implementation guidelines in order to build common understanding of the activities to be undertaken in the whole implementation phase of BUB project.*
2. *Provide technical assistance support to the municipality in barangay orientation activities, subject to request by the C/MLGU;*
3. *Assist, through the RPMO, the C/MLGU in facilitating generation of full, detailed community proposals and Requests for Fund Releases (RFR), and submission of RFRs for approval, leading to downloading of Participatory Grassroots Planning and Budgeting funds. In areas without KC existing staff, the MAT shall work with appropriate LGU technical staff for this purpose.*
4. *Transfer the amount of FIVE HUNDRED THOUSAND PESOS (Php 500.00) Philippine Currency from the DSWD Participatory Grassroots Planning And Budgeting fund allocation to the C/MLGU;*
5. *The amount transferred shall be taken up as Participatory Grassroots Planning and Budgeting Trust Fund And Trust Liability By the C/MLGU;*
6. *Closely monitor all activities in line with the implementation of Participatory Grassroots Planning and Budgeting Projects as well as the utilization of the fund through the LPRAT and the Participatory Grassroots Planning and Budgeting TWG;*
7. *Require the submission of liquidation report of the Participatory Grassroots Planning and Budgeting project in accordance with COA Circular 94-013 dated December 1994;*
8. *Demand the refund of unused balance or saving upon completion of the project.*

Section 2: The Municipal Local Government Unit

Pursuant to this agreement, it shall be the role and responsibility of the Local Government of the Municipality of Tigbauan, Province of Iloilo to undertake the following;

1. *Form a Municipality Coordinating Team (MCT) as members of LPRAT. The MCT shall:*
 - a. *Take the lead in the conduct of BAs to inform barangay residents of Participatory Grassroots Planning and Budgeting implementation activities, as part of the information dissemination and orientation stage;*
 - b. *Designate Technical/ Focal person who shall be tasked to lead in the preparation of full community proposals for the Participatory Grassroots Planning and Budgeting projects, and other community activities including preparation of technical requirements like Monthly Cash Plan (MCP) and Request for Fund Release (RFR) documents;*
2. *Prepare a Municipal Implementation Plan (MIP) detailing the specific activities to prepare full community proposals, and indicating the specific responsibilities and accountabilities of LGU and staff or eligible CSO's technical staff;*
3. *Allocate funds for logistical support during the implementation, for the operations and maintenance, organize and capacitate O&M group to ensure sustainability of the project.*
4. *Issue an official receipt for every amount received from DSWD*
5. *Deposit the amount to its Participatory Grassroots Planning and Budgeting Trust fund*
6. *Keep separate subsidiary records for the trust liability*

7. Take full responsibility in proper disposition/ disbursement of funds for the implementation of its Participatory Grassroots Planning and Budgeting projects, in accordance with government accounting and auditing rules and regulations;
8. Use funds released by DSWD solely for the intended purpose/s of the programs/ projects

Section 3: The Catholic Women's League (CWL)

1. Coordinate with the LGU and spearhead the conduct of information dissemination regarding Project implementation e.g. Barangay Assemblies;
2. Ensure that regular monthly LPRAT meetings are convened to discuss status/ updates of Participatory Grassroots Planning And Budgeting project implementation;
3. Designate CSO representative to take part in all phases of Participatory Grassroots Planning and Budgeting project implementation
4. Take lead in the conduct of Monitoring & Evaluation (M&E) for Participatory Grassroots Planning and Budgeting project implemented
5. Prepare report on LGU Engagement re: Participatory Grassroots Planning and Budgeting project implementation and submit to DSWD and LPRAT

NOW, THEREFORE, on motion of Hon. Ma Gerrylin S. Camposagrado, Chairperson, Committee on Education, Women & Family, Social Services and Senior Citizens and duly seconded by Hon. Renee Librodo-Valencia, Hon. Virgilio Teruel, Hon. Ariel Bernardo and Hon. Ronnie Paguntalan,

RESOLVED, to Authorize The Municipal Mayor, Atty. Suzette Tenefrancia-Alquisada For And In Behalf Of The Municipality Of Tigbauan To Enter Into A Memorandum Of Agreement With The Department Of Social Welfare And Development And Catholic Women's League (Co-Chairman, MPRAT) For The Implementation Of Participatory Grassroots Planning And Budgeting Activities Through Protective Service Unit (PSU), Kapit-Bisig Laban Sa Kahirapan-Comprehensive And Integrated Delivery Of Social Services (Kalahi-CIDSS) And Sustainable Livelihood Program (SLP),

RESOLVED FURTHER, to furnish copies of this resolution to Mayor Suzette Tenefrancia-Alquisada, this Municipality, to DSWD, Field Office VI, to Catholic Women's League (CWL) and all concerned for their information and/or appropriate action.

APPROVED.

CERTIFIED CORRECT:

MARLENE TAYO-NAVA
S.B. Secretary

ATTESTED:

ROEL T. JARINA
Vice Mayor & Presiding Officer

HON. ROEL T. JARINA, M.D.
Municipal Vice Mayor

Sangguniang Bayan Members:

Hon. Jose Donel T. Trasporto, Lawyer
Hon. Renee Librodo-Valencia, CPA, MBMM
Hon. Virgilio T. Teruel, Lawyer
Hon. Marlon R. Teruñez, Ph.D.

Hon. Ma. Gerrylin Santuyo- Camposagrado
Hon. Suzette Marie Hilado-Banno, M.D.
Hon. Ricky T. Nulada
Hon. Ariel I. Bernardo

Hon. Ronnie Paguntalan (LnB-Pres.)

