

B. LEGAL BASES

- Executive Order 15 s1998

Pursuant to Executive Order 15 s1998, the functions of the Department of Social Welfare and Development (DSWD) as a direct service provide are redirected to a technical assistance provided:

Sect. 1. "... the DSWD is hereby mandated to provide assistance to local government units (LGU's), Non-Government Organisations (NGO's), People's Organisations (PO's) and other members of civil society in effectively implementing programmes, projects and service that will alleviate poverty and empower disadvantaged individuals, families and communities for an improved quality of life."

Sect. 2.a. "... the lead agency and authority in formulating national social welfare and development policies, plans, programmes and statistics especially as these relate to family development and poverty groups;"

Sect. 2.e. "...enabler of LGU's, NGO's and other NGA's, PO's and other members of the civil society in implementing social welfare and development programmes through technical assistance;"

Sect. 3.c. "...Initiate, promote and maintain bilateral and multilateral linkages for technical cooperation, in coordination with the Department of Foreign Affairs;"

Sect. 3.e. "...regulate fund drives, public solicitations and donations for charitable or welfare purpose;"

Sect. 3.l. "... provide augmentation funding and resources to partners in social welfare and development."

- Administrative Order No. 161 s.2002, "*Guidelines on Fund Matching of Project Proposals for External Assistance*" which general objective seeks to adopt a system of fund matching social welfare and development projects to external funding sources.

C. GENERAL PRINCIPLES

The strategy revolves around the following principles:

- The State believes that capacitating individuals, groups and communities to be empowered towards sustainable development shall propel the country to rise above poverty.
- External assistance joined by internal equity would propel the implementation of worthy projects
- To capacitate and to give opportunities to people means helping them in more lasting ways

D. OBJECTIVES

General:

1. to set clearly the objectives of the ABP as the resource generation strategy of the Department;
2. to identify the processes involved in the implementation of the ABP; and,
3. to clarify who are the key players of the ABP and what are their roles and functions.

II. AHON Bayan PROJECT (ABP) DESCRIPTION

The ABP is a resource generation strategy that seeks to gather worthy and feasible social welfare and development project proposals on one hand, and on the other, a pool of donors to partner with, in order to ensure and expand the delivery of social welfare and development services to those who are in need of it.

It involves project development, capability building of partner proponents, matching of the feasible project proposals with available external resources, monitoring of accessed projects to ensure timely and correct implementation as well as the coordination of these social welfare and development services to optimize efforts and resources.

III. KEY PLAYERS IN THE ABP

The AHON Bayan is an active playing field for the different marginalized Sectors, composed of the prime movers, proponents, the DSWD and the donors.

In close coordination with the DSWD, these Sectors work together towards mobilising necessary resources to assist the implementation of worthy social welfare and development projects as well as to consolidate these efforts towards advancing the plights of the target beneficiaries.

Sectors are specific groups representing the different marginalised segments of the Filipino society that have urgent and pressing social welfare and development needs. These are identified by the DSWD in consultation with its partners/stakeholders and are composed of Prime Movers and proponents. They are, but not limited to the following:

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| 1. Children | 9. Victims of Injustice |
| 2. Women | 10. Victims of Disaster |
| 3. Homeless | 11. Indigenous People |
| 4. Older Persons | 12. Displace / Marginalised Families |
| 5. Persons with Disability (PWD's) | 13. Survivors of Armed Conflict |
| 6. Psychologically / Terminally Ill | 14. Special Group |
| 7. Juvenile Delinquents and Substance Abusers | |
| 8. Youth | |

- A. Proponents** are LGU's, NGO's and PO's that have signified their intentions to partner in the ABP. They are duly licensed and/or accredited by the DSWD or other National Government Agencies and grouped into the Sectors according to their areas of focus and services they offer.

- B. Prime Movers** are the sector champions and captains who are volunteers from the Civil Society, including the private sector. They are identified based on their track records, willingness and commitment to champion the cause of their sectors

A **Sector Champion** is one whose mere stature can advocate for his/her sector, meanwhile, a **Sector Captain** is someone who is knowledgeable of the sector s/he represents, having been with it for quite sometime and whom the rest of the sector recognises as an authority who can advance the well-being of the sector.

- C. DSWD External Assistance Service (DSWD EAS)** is the Department unit that implements the ABP in coordination with the DSWD Field Offices.

- D. DSWD Field Offices (DSWD FO's)** are the Department Regional offices all over the country that directly links the ABP to the sectors.

- E. Donors** are partner individuals, companies, corporations or organisations, both local and foreign, that provide assistance to enable the implementation of proposed ABP sub-projects.

III. ROLES OF KEY PLAYERS IN THE AHON Bayan PROJECT

A. PROPONENTS

- Identify, propose and implement projects.
- Providers of proposals of worthy (sub-) projects with specific goals and objects and budget for particular target groups/beneficiaries;
- Participate ABP Sector Meetings
- Secretariat of Exit Conferences of their respective ABP sub-projects;

B. PRIME MOVERS

1. Sector Champion

1.a. *Advocate:*

- Promote or campaign for the Sector and its worthy projects
- Establish partnership with tri-media for project/Sector advocacy
- Advocate for necessary changes and/or innovations of policies affecting his/her respective Sector

1.b. *Networker and Resource Generator*

- Mobilise/identify/tap possible donors and access projects to assistance
- Plan / organise fund raising / tie-up activities to generate support for AHON Sector projects
- Preside Sector Meetings

1.c. *Monitor:*

- Coordinate closely with the Sector Captain with regards to the status and progress of assisted projects
- Recommends action towards better implementation of assisted projects based on reports and/or site visits conducted.



2. Sector Captain

2.a. Capacity Builder:

- Identify, in cooperation with the proponent partners and the DSWD, best possible solution to the concerns and needs
- Operationalise identified possible solutions in forms of projects, possible policy changes and/or innovations, etc.
- Spearhead the identification of priority projects of the Sector
- Provide necessary inputs towards development of project proposals
- Provide necessary assistance to ensure proponent's compliance to donor requirements
- Institutionalise Sector Meetings
- Coordinate Sector activities
- Perform Project Coordinating Council (PCC) Functions

2.b. Monitor:

- coordinate closely with the proponents with regards to the status and progress of assisted and pipelined projects
- conduct progress report review, site visits/monitoring
- S/he shall also provide inputs towards better fund utilisation and implementation of assisted projects based on reports and/or site visits conducted

2.c. Advocate:

- Assist the Sector Champion promote/campaign for his/her Sector.

2.d. Networker and Resource Generator:

- Assist the Sector Champion in the networking and resource generation functions.

C. DSWD EAS

- Serves as the nerve center of the ABP implementation,
- A coordination body between and among Sectors, donors and DSWD FO's;
- A technical assistance provider on external resource accessing, project development enhancement, project document packaging, monitoring and evaluation of accessed ABP sub-projects;
- A networker with donor partners

D. DSWD FO's

- Serves as coordinators amongst and within Sectors in their respective regions, and the DSWD EAS on the ABP implementation
- Convenors of Sector and Cluster Meetings and periodic and quarterly meetings)
- Repository of the minutes of Sector and Cluster Meeting Minutes and Databanks of respective region's ABP data and information
- Providers of technical assistance to sub-project proponents
- Direct monitors of ABP accessed sub-projects in their respective regions

E. DONORS

- Providers of grant assistance and/or resources in kind based on an approved project proposals/document and/or agreement
- Monitors of accessed ABP sub-projects
- Participants in the Exit Conferences of accessed ABP sub-projects
- Resource persons in their respective priority areas/programmes

IV. IMPLEMENTING DETAILS

A. HOW TO BECOME A PROPONENT PARTNER

The ABP shall gather partner proponents that could help deliver more types of social welfare and development service to reach out to more marginalised sectors. They must specify their intent to join ABP in their respective regions. The DSWD shall assess the proponents in consultation with the Sector using the following criteria:

Local Government Units (LGU's) should:

- a. have high incidence of identified or indicated problem/s, issue/s, concern/s as supported by specific statistics;
- b. especially the Chief Executive Officer, must be willing to undergo/implement proposed project/programme;
- c. no NGO/PO implementing the same specific project or programme being proposed by the LGU;
- d. there should be a considerable peace and order situation within the LGU's jurisdiction;
- e. have a proposed location or site of the (proposed) project that is/are accessible for the conduct of monitoring, supervision and evaluation.

Non-Government Organisations (NGO's), should:

- a. be licensed by the DSWD or by any National Government Agency (e.g., Cooperative Development Authority [CDA]);
- b. have good track record (at least 3 years in operation) in programme implementation and operations and, fund management
- c. be willing and capable to provide the necessary counterpart in the proposed project, as evidenced by necessary supporting documents
- d. have or is/are members of an established network or similar group/federation/association of local organizations and other local institutions in the same area of service delivery
- e. willing to comply with the EAS and donor partner's requirements

People's Organisations (PO's) should:

- a. be accredited or registered by an appropriate government agency,
- b. meet the requirements of items [b.] to [e.] of the criteria for NGO's

To join the ABP as a partner proponent, an organization (LGU/NGO/PO) should;

- a. at least meet the above qualifications (for LGU/ an NGO/PO)

- b. send a letter of intent to join the ABP to the concerned DSWD Field Office and/or Sector Captains and include pertinent documents about the organisation (e.g. registration, etc.)

Meanwhile, the DSWD FO and/or Sector Captain shall:

- a. review and assess the submitted letter of intent to join plus the pertinent documents about the organisation;
- b. consult with the Sector Captain and Sector Champion about the intention of the applying organisation;
- c. inform the interested organisation the outcome of its application as an ABP partner.

V. PROGRAMMING OF AHON Bayan PROGRAMME (ABP) ANNUAL AND REGIONAL RESOURCE AGENDAS

A. Compilation of individual sectors' situationer, concerns, needs, proposed projects, etc.

The ABP Resource Generation Agenda for each year shall be a compilation of individual thrusts and priorities or needs of each Sector that have been agreed upon during the Cluster Regional Meetings. These shall be formulated in time for the next Fiscal Year / Planning / Programming of donors.

B. Prioritisation of worthy project proposals

Prioritisation of projects must be based on the needs of the target beneficiaries, foreseen needs as well as the implication to the sector. Short listing meanwhile must be based on the merits of the project vis-à-vis determined thrusts and priorities of each sector. The goals and objectives as well as the developmental impact must be the primary consideration

C. Fund matching and resource accessing of prioritised project proposals

The top 2 projects, which proposals have been prioritised and short listed, followed by those short-listed, would have the greater opportunity to be accessed or fund matched to available donors in the ABP, from the Field Offices to the External Assistance Office in the DSWD Central Office.

Last priority for fund matching shall be merited by those that were not short-listed during the concerned year and depending on the new resource generation agenda, these may again vie in the following year's short-listing of projects.

D. Project Implementation

Once the project has been approved for assistance by the donor, the proponent shall be notified by the DSWD (FO/EAS). On the other hand, should the donor coordinate directly with the proponent, the organisation has the responsibility of informing the concerned Sector Captain and concerned DSWD FO Focal Person about the approval. This, as well as Sector Champions and Captains.

With this approval, the donor may or may not call for a signing of an agreement with the partner proponent; but DSWD FO would engage the partner proponent into a contract signing especially to formalise the DSWD's role in monitoring the implementation up to the completion of the project, and the proponent organisation's responsibility to report the progress of the implementation up to completion.

The actual project implementation shall be left to the proponent, with the intermittent provision of technical assistance by the DSWD EAO / FO and/or Sector Champions/Captains, as deemed necessary and/or requested by the proponent or the donor.

E. Monitoring and Evaluation

In pursuit of accountability and transparency, as well as to ensure the timely and correct implementation of the proposed project, the EAS shall monitor accessed projects by partner proponents.

Every quarter from the date of signing of the agreement with the DSWD, the proponent organisation is to provide the DSWD FO and Sector Captain and the Donor a quarterly report (or for the donor, as per agreement).

The report should reflect the level / progress of implementation of the accessed project, its accomplishments vis-à-vis the objectives and targets in the approved project proposal, challenges and actions taken / to be taken to meet and address these, exact number of actual beneficiaries vis-à-vis the target and the progress of fund utilisation.

Evaluation shall be done no later than 2 months after the actual closing of the project. This is to assess the project's success or failure and to find out the effects of the implementation of the project to the target beneficiaries as well as lessons learned in the whole process of implementation. To facilitate this, the proponent shall furnish the DSWD FO and Sector Captain a completion report a month immediately after project closing date.

This order takes effect immediately and revokes previous orders inconsistent herewith.


CORAZON JULIANO-SOLIMAN
Secretary

