



JUL 18 2011

DepEd ORDER
No. **55**, s. 2011

GUIDELINES ON SCHOOL-BASED MANAGEMENT (SBM) GRANTS

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services/Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents
Heads, Public Elementary and Secondary Schools
All Others Concerned

1. To fast track the the attainment of the Education For All (EFA) and Millennium Development Goal (MDG) targets by 2015, the Department of Education (DepEd) through the Basic Education Sector Reform Agenda (BESRA) shall continue providing the School-Based Management (SBM) Grants to public elementary and secondary schools. Funds for this purpose will come from the FY 2011 General Appropriations Act (GAA) and the Support to Philippine Basic Education Reforms (SPHERE).
2. Eligible elementary and secondary schools shall be entitled to receive this grant, subject to the enclosed guidelines on the availment, release, utilization, and liquidation of the SBM grants.
3. For inquiries and other concerns, please contact **Ms. Miriam N. Coprado**, Planning and Programming Division-Office of Planning Service (PPD-OPS), 2nd Flr. Rizal II Bldg., DepEd Complex, Meralco Avenue, Pasig City at telephone no.: (02) 633-7216; telefax no.: (02) 638-8634 or at e-mail address: sbmgrants@yahoo.com.
4. Provisions contained in previous DepEd Orders inconsistent with this Order are revoked.
5. Immediate dissemination of and compliance with this Order is directed.

ALBERTO T. MUYOT
Undersecretary
Officer-in-Charge

Encls.:

As stated

Reference:

DepEd Order: No. 41, s. 2010

To be indicated in the Perpetual Index

under the following subjects:

FUNDS PROGRAMS PROJECTS

R-MCR/DO-SBM GRANTS
July 12, 2011/7-15-11



**GUIDELINES FOR SCHOOL-BASED MANAGEMENT
(SBM) GRANTS**

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GUIDELINES FOR SCHOOL-BASED MANAGEMENT (SBM) GRANTS

1.0 Purpose and Coverage

- 1.1 School-Based Management (SBM) Grant is a funding facility extended to public elementary and secondary schools by the Department of Education (DepEd) to help accelerate improvements in learning outcomes that will redound to achievement of EFA and MDG targets by 2015. Improved learning outcomes are measured in terms of student participation, completion, and achievement.
- 1.2 The SBM Grant shall be used to: (a) support activities that will lead towards the formulation of a 3-year School Improvement Plan (SIP) that has been agreed upon among school authorities, the community and the DepEd Division Office; and/or b) implement the approved SIP translated into Annual Implementation Plan (AIP).
- 1.3 All regions and divisions are covered by the Grant. However, prioritization of divisions is based on a set of criteria bearing considerations for achieving greater results for universal access and quality education. To qualify for the SBM Grant, the school's formulated SIP must demonstrate the principles of effective school-based management as espoused by the SBM Framework and Standards.
- 1.4 These guidelines shall provide the rules for availment, release, utilization, and liquidation of SBM Grants and shall form part of the Program Implementation Plan (PIP) of the National Program Support for Basic Education (NPSBE) and Support to Philippine Education Reforms (SPHERE) Projects.

2.0 Definition of Terms

For purposes of these guidelines, the following terms shall be construed to mean as follows:

- 2.1. Bank – refers to World Bank (WB), the lending agency for the NPSBE Project.
- 2.2. National Program Support to Basic Education (NPSBE) – US\$200M program support loan secured by the government from the World Bank to finance in part the various key reforms thrusts outlined in the Basic Education Sector Reform Agenda (BESRA).
- 2.3. Support to Philippine Basic Education Reforms (SPHERE) – A grant fund from the Aus AID Trust Fund amounting to AUD 41,000,000.
- 2.4. School Based Management (SBM) - the decentralization of decision-making authority from central, regional and division levels to the individual schools, with the intent of bringing together the school heads, teachers, students as well as parents, the local government units, and the community at large in bringing about improved learning outcomes through effective schools.

- 2.5. Grant – the funding facility authorized to be used by the schools in SBM operations, also known as the SBM Support and Installation Fund or the SBM Grant.
- 2.6. School Improvement Plan (SIP) – an education development plan that shows the intent and design that the schools will undertake to introduce improvements in learning outcomes within the context of SBM in a prescribed period and at a given cost;
- 2.7. Annual Improvement Plan (AIP) – Based on SIP, it identifies the problems and objectives for one school year and the intervention programs that include strategies and learning activities, time frame for implementing the activities, persons responsible, and resources needed which are appropriate to achieve the objectives set.
- 2.8. Qualified recipient schools – are public elementary and secondary schools with Grant applications submitted to their respective Division Offices and found to be eligible under the terms and conditions of this set of guidelines.
- 2.9. Eligible Activities and Expenditure items – are activities and expenditure items within the parameters set out in the NPSBE Loan Agreement and which are recognized as reimbursable by the WB.
- 2.10. School Grant Proposal – A school program/project proposal that primarily focuses on the development of ideal or educationally maximal learning environment for children based on the accepted/approved SIP/AIP submitted to the Division Office that outlines a proposed project and shows budgetary requirements and requests monetary assistance in the form of a grant.
- 2.11. Implementing Units (IUs) - refer to secondary schools that maintain separate books of accounts;
- 2.12. Non-Implementing Units (Non-IUs) - refer to public elementary and secondary schools without separate books of accounts that are under the direct supervision of the Division Offices.
- 2.13. High Priority Divisions – refers to the 40 highly challenged DepEd divisions whose performance indicators, namely Completion, Drop-out, Achievement, and Participation Rates for the last three years (BEIS and NAT Data: SYs 2006-2007, 2007-2008 and 2008-2009) have been computed as way below standard.
- 2.14. 4Ps Program - Pantawid Pamilyang Pilipino Program (4Ps) is a poverty reduction measure of the Philippine government that focuses on human capital investment in the poorest of the poor households in the country.

- 2.15. 4Ps school – public elementary schools within the municipalities covered by the 4Ps Program managed by DSWD;
- 2.16. Income Classification – Average Annual Income actually realized during the last four (4) calendar years of the Local Government Units (LGUs) as classified through Department of Finance Order No 23-08; it serves as basis for the determination of the financial capability of LGUs to provide in full or in part the funding requirements of developmental projects and other priority needs in their locality.

3.0 Prioritization, Selection and Allocation

- a. Two-stage prioritization shall be done through the PPD-OPS in the Central Office to determine the allocation per region and division. The Division Office concerned shall determine the individual school allocations.
- b. In general, the prioritization, allocation, and selection of recipients shall be guided by the following principles:
 - i. Convergence to Address Poverty. Divisions with highest number of schools situated in 4th, 5th and 6th class municipalities and 4Ps areas are given priority.
 - ii. Capacity of Local Government Units (LGUs) to support schools. Priority are schools under 4th, 5th, and 6th Class Municipalities whose LGUs have lesser financial capability to support education initiatives.

3.1 Prioritization, Selection and Allocation of Division

- a. Under GAA, there shall be two sets of priorities: Priority I shall be the 32 of 40 identified High Priority Divisions (HPDs) while Priority 2 shall be the remaining 157 divisions.
 - i. The two priorities were identified based on division performance computed using the average of Participation, Achievement (NAT), Completion and Drop-Out Rates for SYs 2006-2007, 2007-2008 and 2008-2009.
 - ii. The allocation share between the two sets of priorities was computed using the mean of the average performance indices of each priority computed in 3.1.a.i.
 - iii. The allocation share of Priorities I and II shall be as follows:
 - 1. 53% of the allocated school grants shall go to the 32 High Priority Divisions or Priority I;
 - 2. 47% of the allocated school grants shall go to the remaining 157 Divisions or Priority II
 - iv. ARMM shall be governed by Special Guidelines to be covered by a Memorandum of Agreement.
- b. Under SPHERE, the ten divisions from Priority II with the lowest scores in performance indicators and highest number of schools in 4th, 5th, 6th

class municipalities and 4Ps areas as computed in 3.1.a shall be the priority.

- c. The divisions within Priorities I and II & SPHERE shall be ranked separately. The allocation by division in each priority shall be determined using the 50-50 Formula: 50% weight on the average of the division performance indicators, namely: Participation, Completion, Achievement, and Drop-Out Rates (using SY 2009-2010 BEIS and NAT data) and 50% to the total number of schools under 4th, 5th and 6th class municipalities and 4Ps schools.
- d. The divisions with lowest scores in terms of performance indicators and highest number of schools in poor and 4Ps municipalities will get the highest share of allocation. Allocation for Priorities I and II (under GAA), and SPHERE are shown in **Annexes 1, 1a and 1b and 2** respectively.

3.2 Prioritization, Selection and Allocation of School Recipients

- a. Under GAA:
 - i. All schools under Priority I divisions, within the 4th, 5th, 6th Income Class Municipalities as well as 4Ps schools shall be given SBM Grants;
 - ii. For Priority II divisions, schools within the 4th, 5th, 6th class municipalities and 4Ps areas, with the highest number of drop outs for the last three years shall be prioritized.
 - iii. For Priorities I and II, the recipients must be at least 80% elementary and 20% secondary schools respectively.
- b. Under SPHERE, schools within the 4th, 5th and 6th class municipalities and 4Ps areas in the ten lowest divisions in Priority II shall be ranked giving priority to schools with the highest number of drop outs for the last three years. The recipient schools must be elementary only.
- c. The recipient schools may include those which previously availed of SBM Grants under GAA-NPSBE, SPHERE, and STRIVE provided that they have already liquidated the previous SBM grants.

4.0 Amount of School Grant

4.1 The amount shall range from P50,000 to P200,000.

4.2 The Division Office shall determine the amount that each qualified school shall receive based on the following: 1) ranking to be computed using the mean of the absolute number of drop-outs based on BEIS data for the last 3 years, giving priority to schools with highest number of drop outs; 2) approved School Grant Proposals as reflected in the SIP/AIP, subject to criteria in 3.2 taking into account other fund sources for schools (Nationally-Funded Programs, Foreign- Assisted Projects, Special Education Fund, Congressional Allocation, Private Sector Donations, NGO, etc.).

5.0 Eligible Activities and Expenses

- 5.1. Eligible activities under this Grant shall be those related to:
 - a. establishment and strengthening of school based management, such as SIP review/enhancement, AIP Preparation, strengthening of school-community organizations e.g. School Governing Council (SGC)/Parents-Teachers Association (PTA), etc.; and/or
 - b. implementation of certain innovation/improvement program which have direct link to the achievement of EFA/MDG Goals as lifted from the approved/accepted SIP/AIP (e.g. Alternative Delivery Modes, Drop Out Reduction Program, etc.);
- 5.2. All expenses incurred in support of 5.1 are eligible as long as the expenses are classified under Maintenance and Operating Expenses (MOOE) as prescribed in Annex A of COA Circular 2003-001 on Revised Chart of Accounts under the New Government Accounting System (NGAS), existing DepEd Orders (e.g. DOs No. 112 and 119, s. 2009 on Approved Supplementary Materials), and subject to exclusions on 5.3 of this guidelines.
- 5.3. Not eligible expenses items shall include:
 - a. hiring and payment of salaries of additional staff;
 - b. purchase of equipment;
 - c. payment of honorarium;
 - d. payment of utilities;
 - e. purchase and reproduction of NAT reviewers;
 - f. Activities funded by other special or national programs or subsidies

6.0 General Procedures on the Availment of the Grants

- 6.1 The Schools Division Superintendents shall call for the submission of School Grant Proposals based on the accepted/approved SIP/AIP to determine the eligible schools using the prioritization criteria described in Item 3.2. **Annex 3** shows a sample template of School Grant Proposal which the division offices may adopt for the purpose.
- 6.2 The Division Office shall evaluate the School Grant Proposals in accordance with established needs and priorities of schools and based on the eligible activities and expenditures as contained in these guidelines.
- 6.3 The Division Office shall endorse the list of qualified schools to the Regional Office, on or before July 30 of the current year using the template on List of SBM Grants Recipient Schools as shown in **Annex 4** with the ranking/prioritization discussed in Item 3.2.
- 6.4 The Regional Office shall then evaluate the submission of the Division Office as to whether the grants were awarded in accordance with the guidelines and consolidate the lists of qualified schools for submission to PPD-OPS, 2nd Flr., Rizal II Bldg., DepEd Complex, Meralco Avenue, Pasig City, or send it to email address: sbmgrants@yahoo.com on or before August 15 of the current year. Copies of approved School Grant Proposals shall be retained

at the Division Office and shall be made accessible/available to monitoring teams from central and regional levels.

- 6.5 The Regional lists of qualified schools shall be consolidated by PPD-OPS for endorsement to Budget Division-FMS, Central Office to effect the transfer of funds.

7.0 Releases of Funds

- 7.1 The Department of Budget and Management Central Office (DBM-CO) shall release the Special Allotment Release Order (SARO) to the DepED-CO.
- 7.2 Upon receipt of the SARO and based on the listing of recipient schools submitted by PPD-OPS, the FMS-Budget Division shall immediately effect the transfer of the allotment received from DBM to the respective units thru the issuance of Sub-Allotment Release Order (Sub-ARO), as follows:
 - a. Division Offices (DOs) for non-implementing units (Non-IUs); and
 - b. Implementing Units (IUs)
- 7.3 For newly created divisions, the SBM grants shall be released to their mother divisions. The Regional Office is authorized to decide on the distribution of the funds between the mother and the newly created division/s using the 50-50 formula described in Item 3.1.c. A copy of said decision by the Regional Office must be sent to OPS within a month the distribution was made.
- 7.4 Upon receipt of the Sub-ARO, the Division Offices and/or the IUs shall record such receipt and obligation of allotment in the Registry of allotments and Obligations for MOOE (RAOMO) being maintained by the respective units.
- 7.5 For GAA (Priorities I & II), the Division Office and/or IUs shall request the concerned DBM Regional Offices for the release of Notice of Cash Allocations (NCAs), supported by copies of Sub-AROs corresponding to the allotment released by the Central Office.
- 7.6 For SPHERE, the Accounting Division-Financial Management Service (FMS) at the Central Office will issue the funding check to Division upon endorsement by PPD-OPS of the list of recipient schools.
- 7.7 Prior to release of SBM Grants to recipient schools, the Division Office shall undertake the following:
 - a. Prepare a School Grant Award Agreement (**Annex 5**) that spells out the rules and conditions that will govern the use of the grant to be signed by the SDS, School Head, PTA/SGC and community representative;
 - b. Instruct the heads of recipient schools to apply for fidelity bonds; said bonds shall be sourced from the regular MOOE of the recipient schools.

c. Conduct training of school heads and/or finance staff on simplified accounting procedures in coordination with DepEd Central and Regional Offices.

7.8 After complying with the pre-requisites mentioned in Item 7.7, the Division Office shall effect the transfer of the amount of SBM Grant to the heads of the Non-IUs in the form of cash advance. The cash advance shall specify the name of the school to which the SBM Grant is allocated and the purposes for which the SBM Grant is to be applied.

7.9 For Implementing Units, the funds shall be disbursed in accordance with the schedule as indicated in the approved School Proposal.

7.10 No succeeding releases shall be made unless previous releases of SBM Grants have been fully liquidated and accounted for. Subsequent cash advance(s) may be given, provided that at least 75% of the previous cash advances have been liquidated. The remaining amount must be fully liquidated immediately or not later than December 31 of each year as stated in the Manual of Simplified Accounting Procedures.

7.11 In cases where school heads could not draw cash advance due to legal and administrative impediments, the Schools Division Superintendent shall take immediate appropriate action to ensure that such schools will not be deprived of the grant.

7.12 All grants received by the recipient schools shall be spent in accordance with Item 5.

8.0 Liquidation of SBM Grants

8.1 **For purposes of reimbursement to World Bank.** Immediately upon release of the checks to the schools, the Division shall prepare the SOE which shall include reports from the Implementing Units (**Annex 6**). The Division will submit this to Region for consolidation and final submission to Accounting Division-FMS, Central Office Attn. Ms. Melyn L. Dionela at telefax (02) 633-7201 or at email address sbmgrants@yahoo.com.

8.2 **For purposes of booking up and liquidating the cash advance:**

a. Every 10th day of the month, after the conduct of an activity, the Non-IUs shall submit their utilization and/or liquidation reports to their respective DOS using disbursement report form for proper reporting, monitoring and consolidation.

b. The supporting documents needed for liquidation are the following:

2.1 Official Receipts/Cash Invoice;

2.2 Reimbursement Expense Receipts (RERs);

2.3 Petty Cash Register (PCR);

2.4 Other supporting documents to vouch for related transactions

- c. Supporting documents of IUs regarding the utilization and/or liquidation reports shall be retained in their respective schools. However, a copy must be submitted to the Division Office. All supporting documents of Non-IUs shall be retained in their respective Divisions.
- d. The Division Office shall review the reports and the supporting documents received from the recipient schools to ascertain their eligibility under the Grant. It shall then prepare a consolidated Utilization and Liquidation Report (for IUS and Non-IUs) using format in **Annex 7** and submit this to their respective Regional Offices. Deadline for the submission of consolidated report from Division to Region shall be the 15th day of every month.
- e. The Regional Office shall monitor and consolidate the Utilization/Liquidation Report from its respective Division and submit these to Accounting Division-FMS, Central Office at the contact details stated in Item 8.1. The deadline for submission of the consolidated reports from the Regions shall be the end of every month.

9.0 SBM Management Support

9.1 Structures. The existing SBM Task Forces at the regional and division levels shall coordinate, monitor and/or oversee the SBM Grant using the Guidelines.

- a. At the Division Level, the Division Task Force shall oversee the overall implementation of SBM. Specifically, its functions are to: 1) identify the school recipients of SBM grants based on criteria that have been set; 2) monitor and evaluate SBM grants utilization; 3) awareness building/advocacy; 4) conduct training, orientation and 5) provide Technical Assistance to the schools pertaining to: project planning, assistance in resource generation; submission of required reports, supervision and monitoring of project implementation, and documentation, evaluation, and dissemination of lessons learned. The Schools Division Superintendent as the Chairman of the Division SBM Task Force shall be accountable as the overall SBM implementer.
- b. At the Regional Level, the Regional SBM Task Force shall: 1) monitor and evaluate SBM grants utilization; 2) conduct research/studies relative to SBM grants; 3) conduct orientation/training; and 4) provide technical assistance to the divisions. The Regional Director as the Chairman of the Regional SBM Task Force shall be accountable as the overall SBM implementer.
- c. At the national level, PPD-OPS shall take charge of the overall implementation of the SBM Grants, in close coordination with the

SBM-TWG, FMS and Project Coordinating Office for SPHERE. The functions of this Committee are to: 1) formulate guidelines on SBM grants utilization; 2) allocate SBM grants for each division based on criteria that have been set; 3) monitor and evaluate SBM grants utilization; 4) conduct research/studies relative to the SBM grants; and 5) provide technical assistance to the regions.

9.2 Program Support Funds

- a. To support the operations of the Divisions, Regions, and the Central Office in ensuring smooth implementation of the SBM Grants, ten percent (10%) of the SBM Grant Installation and Support Funds (FY 2011 GAA) shall be distributed among the different administrative levels of the Department. This shall be called Program Support Fund (PSF).
- b. At the Division Level, the allocation is 5% of the total school grant allocation per division as shown in Annexes 2a and 2b. In addition to the conduct of functions stated in 9.1.a., provision of Division Technical Assistance must be based on identified needs (e.g. arriving at results of assessment of the level of SBM Practice, solving difficulties in liquidating SBM grants, orientation of newly assigned School Heads).
- c. At the Regional Office, the funds shall be used in formulating policies at the regional level and quality assurance, in addition to the functions stated in 9.1.b. The total amount of Regional PSF is P30 Million prorated based on the total division allocation per region as shown in Annex 1. The release of the Regional PSF shall be subject to the submission of the Regional Action Plans (**Annex 8**) and Accomplishment Report of previous PSF (**Annex 9**).
- d. For the Central Office, the funds shall be P25 Million which shall be used for conduct of activities in aid of policy formulation, monitoring and evaluation, technical assistance to regions, conduct of consultations, orientation, and payment for external audit firm to conduct validation outside of the functions stated in 9.1.a.
- e. All expenses incurred in support of the functions stated above are eligible as long as the expenses are classified under Maintenance and Operating Expenses (MOOE).

10.0 Procurement Process

- 10.1 The school's existing Bids and Awards Committee (BAC) shall be responsible for the procurement of supplies and materials. In the absence of a committee, the school head shall create one through a memorandum. The school's BAC shall be composed of five members consisting of school personnel and representative/s from the PTA/SGC. In the interest of check and balance, the school head shall not be a chairperson or member of the school's BAC. School BAC's recommendations on award shall be subject to the school head's

approval. Purchase orders shall be signed by the school head or his/her authorized representative.

- 10.2 For procurement of goods and services amounting to P50, 000 and below, refer to Government Procurement Policy Board (GPPB) Resolution No. 09 – 2009 on Guidelines for Shopping and Small Value Procurement.

11.0 Effectivity

- 11.1 These guidelines supersede any or all DepEd Orders on SBM Grants that are inconsistent herewith. It shall become effective immediately, for SBM Grants implementation from FY 2011 to FY 2015, unless sooner amended, modified or superseded.

DEPARTMENT OF EDUCATION
SUMMARY OF FY 2011 SBM GRANTS ALLOCATION - GAA, BY REGION

REGION	School Grant	Program Support Fund		TOTAL
		Division	Region	
NCR	19,472,577	1,002,506	668,337	21,143,421
CAR	38,341,332	1,973,925	1,315,950	41,631,208
Region I - Ilocos Region	32,867,236	1,692,102	1,128,068	35,687,407
Region II - Cagayan Valley	26,551,626	1,366,956	911,304	28,829,886
Region III - Central Luzon	37,209,517	1,915,656	1,277,104	40,402,277
Region IV-A - CALABARZON	36,847,352	1,897,011	1,264,674	40,009,036
Region IV-B - MIMAROPA	34,914,043	1,797,478	1,198,319	37,909,840
Region V - Bicol Region	81,747,538	4,208,605	2,805,737	88,761,879
Region VI - Western Visayas	116,468,752	5,996,156	3,997,437	126,462,344
Region VII - Central Visayas	83,937,820	4,321,367	2,880,911	91,140,099
Region VIII - Eastern Visayas	50,493,339	2,599,546	1,733,031	54,825,916
Region IX - Western Mindanao	95,806,674	4,932,411	3,288,274	104,027,359
Region X - Northern Mindanao	82,940,164	4,270,005	2,846,670	90,056,839
Region XI - Southern Mindanao	56,278,139	2,897,365	1,931,577	61,107,080
Region XII - Central Mindanao	57,398,057	2,955,022	1,970,014	62,323,093
CARAGA	22,801,515	1,173,889	782,593	24,757,998
ARMM	25,050,000	728,599	145,720	25,924,319
National				25,000,000
GRAND TOTAL	P 899,125,681	P 45,728,599	P 30,145,720	P 1,000,000,000

DEPARTMENT OF EDUCATION
ALLOCATION FOR FY 2011 SBM GRANTS-GAA, BY REGION, BY DIVISION

PRIORITY I

DIVISION	School Grants	Program Support Fund	TOTAL
		Division	
TOTAL - CAR	16,969,600	873,645	17,843,245
Ifugao	16,969,600	873,645	17,843,245
TOTAL - Region IV-B	14,666,524	755,076	15,421,600
Occidental Mindoro	14,666,524	755,076	15,421,600
TOTAL - Region V	54,551,125	2,808,453	57,359,578
Camarines Sur	27,481,646	1,414,836	28,896,483
Masbate	27,069,479	1,393,617	28,463,095
TOTAL - Region VI	78,972,691	4,065,748	83,038,439
Bago City	7,736,504	398,298	8,134,802
Cadiz City	8,461,326	435,614	8,896,940
Kabankalan City	8,360,807	430,439	8,791,246
Negros Occidental	22,895,325	1,178,719	24,074,044
Roxas City	7,768,197	399,930	8,168,127
Sagay City	7,512,575	386,770	7,899,345
San Carlos City (R6)	8,949,197	460,731	9,409,928
Silay City	7,288,760	375,247	7,664,007
TOTAL - Region VII	40,372,377	2,078,489	42,450,866
Bais City	7,320,327	376,872	7,697,200
Bayawan City	9,410,083	484,459	9,894,542
Negros Oriental	23,641,966	1,217,158	24,859,124
TOTAL - Region IX	87,805,373	4,520,480	92,325,854
Zamboanga del Norte	32,439,150	1,670,063	34,109,213
Zamboanga del Sur	35,689,070	1,837,379	37,526,449
Zamboanga Sibugay	19,677,154	1,013,038	20,690,192
TOTAL - Region X	74,060,748	3,812,866	77,873,615
Bukidnon	23,586,908	1,214,324	24,801,232
Gingoog City	6,795,227	349,838	7,145,065
Iligan City	8,386,487	431,761	8,818,248
Lanao del Norte	24,517,179	1,262,217	25,779,396
Valencia City	10,774,948	554,726	11,329,674
TOTAL - Region XI	48,526,538	2,498,290	51,024,827
Compostela Valley	9,283,084	477,921	9,761,004
Davao del Norte	8,506,615	437,946	8,944,560
Davao del Sur	15,349,413	790,233	16,139,646
Davao Oriental	8,307,873	427,714	8,735,587
Island Garden City of Samal	7,079,554	364,476	7,444,030
TOTAL - Region XII	50,083,773	2,578,461	52,662,234
North Cotabato	12,709,584	654,327	13,363,911
Sarangani	13,419,985	690,900	14,110,885
South Cotabato	12,772,156	657,548	13,429,704
Sultan Kudarat	11,182,049	575,685	11,757,734
GRAND TOTAL	P 466,008,749	P 23,991,508	P 490,000,257

DEPARTMENT OF EDUCATION
ALLOCATION FOR FY 2011 SBM GRANTS-GAA, BY REGION, BY DIVISION

PRIORITY II

DIVISION	School Grants	Program Support Fund	TOTAL
		Division	
TOTAL - Region I	32,867,236	1,692,102	34,559,339
Alaminos City	1,543,903	79,485	1,623,387
Candon City	1,684,307	86,713	1,771,021
Dagupan City	1,376,170	70,849	1,447,019
Ilocos Norte	4,432,862	228,217	4,661,078
Ilocos Sur	5,905,900	304,053	6,209,953
La Union	3,397,207	174,898	3,572,105
Laoag City	1,072,880	55,235	1,128,115
Pangasinan I, Lingayen	5,235,685	269,549	5,505,234
Pangasinan II, Binalonan	3,109,575	160,090	3,269,665
San Carlos City (R1)	1,346,941	69,345	1,416,286
San Fernando City (R1)	1,466,805	75,515	1,542,321
Urdaneta City	1,142,482	58,818	1,201,300
Vigan City	1,152,519	59,335	1,211,854
TOTAL - Region II	26,551,626	1,366,956	27,918,582
Batanes	1,056,508	54,392	1,110,901
Cagayan	6,935,145	357,042	7,292,186
Cauayan City	2,456,990	126,493	2,583,483
Isabela	8,067,975	415,363	8,483,338
Nueva Vizcaya	3,369,575	173,476	3,543,051
Quirino	2,277,518	117,253	2,394,771
Santiago City	1,298,447	66,848	1,365,295
Tuguegarao City	1,089,467	56,089	1,145,556
TOTAL - Region III	37,209,517	1,915,656	39,125,173
Angeles City	1,411,155	72,650	1,483,806
Aurora	2,226,894	114,647	2,341,541
Balanga City	1,244,483	64,070	1,308,553
Bataan	1,686,370	86,819	1,773,190
Bulacan	1,318,506	67,881	1,386,386
Cabanatuan City	1,502,459	77,351	1,579,810
Gapan City	1,516,332	78,065	1,594,398
Malolos City	2,007,775	103,366	2,111,141
Munoz Science City	1,526,172	78,572	1,604,744
Nueva Ecija	6,749,666	347,493	7,097,158
Olongapo City	1,304,989	67,185	1,372,173
Pampanga	3,668,421	188,861	3,857,282
San Fernando City (R3)	1,542,467	79,411	1,621,878
San Jose del Monte City	1,597,614	82,250	1,679,864
Tarlac	3,830,611	197,211	4,027,822
Tarlac City	1,566,651	80,656	1,647,307
Zambales	2,508,952	129,168	2,638,120
TOTAL - Region IV-A	36,847,352	1,897,011	38,744,362
Antipolo City	1,474,733	75,924	1,550,656

PRIORITY II

DIVISION	School Grants	Program Support Fund	TOTAL
		Division	
Batangas	7,152,735	368,244	7,520,979
Batangas City	1,368,622	70,461	1,439,083
Calamba City	1,768,417	91,043	1,859,461
Cavite	2,975,494	153,187	3,128,681
Cavite City	1,545,220	79,552	1,624,773
Laguna	4,696,900	241,810	4,938,710
Lipa City	1,223,094	62,968	1,286,062
Lucena City	1,591,506	81,935	1,673,441
Quezon	6,937,906	357,184	7,295,090
Rizal	2,002,336	103,086	2,105,423
San Pablo City	1,364,668	70,257	1,434,925
Sta. Rosa City	1,594,281	82,078	1,676,359
Tanauan City	1,151,439	59,279	1,210,719
TOTAL - Region IV-B	20,247,519	1,042,402	21,289,921
Calapan City	1,193,587	61,449	1,255,037
Marinduque	2,906,804	149,651	3,056,455
Oriental Mindoro	5,275,695	271,608	5,547,303
Palawan	5,520,278	284,200	5,804,478
Puerto Princesa City	1,417,569	72,981	1,490,550
Romblon	3,933,586	202,513	4,136,098
TOTAL - Region V	27,196,413	1,400,152	28,596,565
Albay	4,215,134	217,008	4,432,141
Camaringes Norte	2,236,796	115,157	2,351,953
Catanduanes	4,168,749	214,620	4,383,368
Iriga City	1,770,063	91,128	1,861,191
Legaspi City	1,344,008	69,194	1,413,202
Ligao City	2,057,400	105,921	2,163,321
Masbate City	1,885,616	97,077	1,982,693
Naga City	1,256,687	64,698	1,321,384
Sorsogon	5,109,803	263,068	5,372,871
Sorsogon City	1,365,957	70,324	1,436,281
Tabaco City	1,786,200	91,959	1,878,159
TOTAL - Region VI	37,496,061	1,930,408	39,426,469
Aklan	5,561,572	286,326	5,847,898
Antique	7,020,684	361,446	7,382,130
Bacolod City	1,508,166	77,645	1,585,811
Capiz	5,387,647	277,372	5,665,019
Escalante City	2,730,601	140,579	2,871,180
Guimaras	1,916,609	98,673	2,015,282
Iloilo	8,682,827	447,018	9,129,844
Iloilo City	1,706,364	87,849	1,794,213
La Carlota City	1,494,282	76,930	1,571,212
Passi City	1,487,309	76,571	1,563,880
TOTAL - Region VII	43,565,443	2,242,878	45,808,321

PRIORITY II

DIVISION	School Grants	Program Support Fund	TOTAL
		Division	
Bogo City	1,245,276	64,110	1,309,386
Bohol	12,975,845	668,035	13,643,880
Carcar City	1,420,908	73,153	1,494,061
Cebu	9,557,731	492,060	10,049,791
Cebu City	1,431,617	73,704	1,505,321
Danao City	1,348,979	69,449	1,418,428
Dumaguete City	1,453,439	74,827	1,528,266
Guihulngan City	1,635,709	84,211	1,719,920
Lapu-Lapu City	997,445	51,351	1,048,796
Mandaue City	1,556,640	80,140	1,636,780
Naga City	1,256,687	64,698	1,321,384
Siquijor	2,092,789	107,743	2,200,532
Tagbilaran City	1,433,144	73,782	1,506,927
Talisay City	1,896,490	97,637	1,994,127
Tanjay City	1,933,608	99,548	2,033,156
Toledo City	1,329,139	68,428	1,397,566
TOTAL - Region VIII	50,493,339	2,599,546	53,092,885
Biliran	3,083,131	158,729	3,241,859
Calbayog City	1,222,952	62,961	1,285,913
Eastern Samar	4,708,431	242,404	4,950,835
Leyte	11,296,209	581,562	11,877,771
Maasin City	2,201,080	113,318	2,314,398
Northern Samar	7,440,658	383,067	7,823,726
Ormoc City	1,112,555	57,278	1,169,833
Samar (Western Samar)	12,695,861	653,620	13,349,482
Southern Leyte	5,342,421	275,044	5,617,465
Tacloban City	1,390,039	71,563	1,461,603
TOTAL - Region IX	8,001,301	411,931	8,413,232
Dapitan City	1,126,670	58,004	1,184,674
Dipolog City	1,602,168	82,484	1,684,652
Isabela City	2,525,017	129,995	2,655,013
Pagadian City	1,219,353	62,776	1,282,129
Zamboanga City	1,528,093	78,671	1,606,764
TOTAL - Region X	8,879,416	457,139	9,336,554
Cagayan de Oro City	1,396,754	71,909	1,468,663
Camiguin	1,200,446	61,803	1,262,249
Misamis Occidental	1,332,118	68,581	1,400,699
Misamis Oriental	1,121,268	57,726	1,178,995
Oroquieta City	1,140,418	58,712	1,199,130
Ozamis City	1,508,249	77,649	1,585,898
Tangub City	1,180,163	60,758	1,240,921
TOTAL - Region XI	7,751,601	399,075	8,150,676

PRIORITY II

DIVISION	School Grants	Program Support Fund	TOTAL
		Division	
Davao City	1,592,367	81,980	1,674,346
Digos City	1,272,893	65,532	1,338,426
Mati City	1,368,559	70,457	1,439,017
Panabo City	2,228,047	114,706	2,342,754
Tagum City	1,289,734	66,399	1,356,134
TOTAL - Region XII	7,314,283	376,561	7,690,844
Cotabato City	1,475,194	75,947	1,551,141
General Santos City	1,367,613	70,409	1,438,022
Kidapawan City	1,299,447	66,899	1,366,346
Koronadal City	1,520,736	78,292	1,599,028
Tacurong City	1,651,293	85,013	1,736,307
TOTAL - CAR	21,371,733	1,100,280	22,472,012
Abra	4,959,961	255,353	5,215,314
Apayao	3,031,041	156,047	3,187,088
Baguio City	1,443,506	74,316	1,517,822
Benguet	4,822,680	248,286	5,070,966
Kalinga	2,865,993	147,550	3,013,543
Mt. Province	4,248,551	218,728	4,467,279
TOTAL - CARAGA	22,801,515	1,173,889	23,975,405
Agusan del Norte	2,928,866	150,787	3,079,653
Agusan del Sur	1,190,385	61,285	1,251,670
Bislig City	2,190,298	112,763	2,303,061
Butuan City	1,268,562	65,309	1,333,872
Dinagat Island	2,955,932	152,180	3,108,112
Siargao	2,988,152	153,839	3,141,991
Surigao City	1,276,172	65,701	1,341,873
Surigao del Norte	3,527,122	181,587	3,708,709
Surigao del Sur	4,476,026	230,439	4,706,465
TOTAL - NCR	19,472,577	1,002,506	20,475,083
Caloocan City	1,409,224	72,551	1,481,775
City of San Juan	1,507,188	77,594	1,584,782
Las Piñas City	1,318,804	67,896	1,386,700
Makati City	1,231,742	63,414	1,295,155
Malabon & Navotas	1,154,957	59,461	1,214,418
Mandaluyong City	1,227,902	63,216	1,291,118
Manila	1,352,988	69,656	1,422,644
Marikina City	1,329,336	68,438	1,397,775
Muntinlupa City	1,354,681	69,743	1,424,424
Paranaque City	1,397,540	71,950	1,469,490
Pasay City	1,457,413	75,032	1,532,445
Pasig City and San Juan	1,141,205	58,753	1,199,958
Quezon City	1,186,553	61,087	1,247,640
Taguig & Pateros	1,405,407	72,354	1,477,761
Valenzuela City	997,637	51,361	1,048,999
GRAND TOTAL	408,066,932	21,008,492	429,075,424

DEPARTMENT OF EDUCATION
ALLOCATION FOR FY 2011 SBM GRANTS-SPHERE

DIVISION	SCHOOL GRANTS
TOTAL - Region II	5,572,979
Isabela	5,572,979
TOTAL - Region IV-A	9,903,332
Batangas	4,705,623
Quezon	5,197,709
TOTAL - Region VI	10,449,662
Antique	5,102,897
Iloilo	5,346,765
TOTAL - Region VII	13,397,627
Bohol	7,085,335
Cebu	6,312,293
TOTAL - Region VIII	17,676,399
Leyte	6,446,179
Samar (Western Samar)	6,297,334
Northern Samar	4,932,885
GRAND TOTAL	P 57,000,000

SBM Grants Sample School Proposal

Name of School: Juan Sumulong Elementary School
 School ID (BEIS): 109327
 District: II-A
 Division: Antipolo City
 Region: IV-A CALABARZON

Objectives	Target Outputs	Proposed Activities	Schedule	Unit of Measure/ Performance Indicator	Physical Targets	Financial Requirements		Key Persons Involved	
						Expenditure Items	Estimated Cost		
1. To strengthen School-Based Management	1.1 School and community stakeholders oriented on SBM	1.1 Orientation on SBM Framework and Standards by Division Office	Aug. 15, 2011	No. of school and community stakeholders oriented on SBM	100	Supplies and Materials	1,000	Principal, Teachers, Barangay Officials, Parents and other stakeholders	
	1.2 School Community Partnership/School Governing Council Organized	1.2 Election of Officers and Creation of Committees	Aug. 20, 2011		1	Meals	7,500	Principal, Teachers, elected Classroom Parent Officers Barangay Officials and other stakeholders	
	1.3 School Planning Team trained on SIP preparation	1.3 Conduct of Training of School Team on SIP preparation by the Division Trainers	Aug. 25-27, 2011	No. of school planning team members trained	12	Transportation Meals Supplies and Materials Reproduction cost	3,000	Principal, Teachers, School Officers, Division Office Officials	
TOTAL							11,500		

Submitted by: (Name and Signature of School Head)

Noted by:

(Name and Signature of District Supervisor)

(Name and Signature of Division SBM Coordinator)

Approved by:

(Name and Signature of Schools Division Superintendent)

LIST OF FY 2011 SBM GRANTS RECIPIENT SCHOOLS

REGION: _____
DIVISION: _____

NAME OF SCHOOL	SCHOOL ID (BEIS)	PROGRAMS/ACTIVITIES/PROJECTS	EXPENDITURE ITEMS
I. Funded under GAA A. Elementary 1 _____ 2 _____ : _____ n _____ B. Secondary i. Non-implementing Units (w/out fiscal autonomy) 1 _____ 2 _____ : _____ n _____ ii. Implementing Units (w/ fiscal autonomy) 1 _____ 2 _____ : _____ n _____ II. Funded under SPHERE A. Elementary 1 _____ 2 _____ : _____ n _____			

Prepared by: _____

Approved by: _____

 Date: _____
Division, SBM Coordinator

 Date: _____
Chair, SBM Task Force
Schools Division Superintendent

 Date: _____
Division Accountant

SAMPLE SCHOOL GRANT AWARD AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This **AWARD AGREEMENT** (hereinafter referred to as "Agreement") is entered into this ____ day of _____, 2011 at _____, by and between:

[NAME OF SCHOOL], located at _____, represented by the School Head, [Name], (hereinafter called the "**School**");

-and-

DEPARTMENT OF EDUCATION – DIVISION OFFICE OF _____, with office address at _____, represented by the Schools Division Superintendent, [Name], (hereinafter called the "**Division Office**").

WITNESSETH:

WHEREAS, the Department of Education through the Division Office has made available School-Based Management (SBM) Grants to school for the purpose of establishing and strengthening the implementation of SBM and/or support the implementation of specific activities/projects identified in their approved School Improvement Plans;

WHEREAS, the School has requested and was granted a School Grant for said purpose;

WHEREAS, the release, utilization and reporting the use of SBM Grant shall conform with the provisions of the attached guidelines;

NOW THEREFORE, above premises considered, the Parties hereby commit themselves to perform their respective obligations under this Agreement:

- a. That the Division shall release the amount of _____, upon compliance to Section 7.7 of the SBM Grant Guidelines;
- b. That the School shall be responsible for the implementation and completion of the project and utilization of the Grant for such purpose with due diligence and efficiency;
- c. Both the Division and School shall observe and comply with their roles and responsibilities in implementing SBM;
- d. That this Agreement shall become effective upon signing of both parties. It will be in force and in effect until [a date], or until earlier terminated by both or any one of parties; and
- e. That all parties to this agreement shall be provided each with a signed and notarized copy of this document.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed in their names on the day and place above written.

[NAME OF SCHOOL]

DIVISION OFFICE

[Name}
School Principal/Head

[Name}
Schools Division Superintendent

WITNESSES:

**PTA/COMMUNITY
REPRESENTATIVE**

DIVISION SBM COORDINATOR