

MALACAÑANG
MANILA

ADMINISTRATIVE ORDER NO. 212

ADOPTING A MANUAL OF OPERATIONS FOR THE MONITORING AND
EVALUATION OF LIVELIHOOD PROGRAMS AND PROJECTS

WHEREAS, the policy and implementing guidelines governing livelihood programs and projects were promulgated under Administrative Order No. 142, series of 1989;

WHEREAS, the National Economic and Development Authority Board - Social Development Committee (SDC) through its Sub-Committee on Livelihood has determined a need to adopt a manual of operations for the monitoring and evaluation of livelihood programs and projects in order to improve program management performance of the departments/agencies authorized to engage in livelihood programs and projects under the said Administrative Order;

NOW, THEREFORE, I, CORAZON C. AQUINO, President of the Philippines, by virtue of the powers vested in me by law, do hereby order:

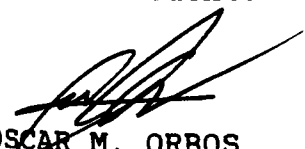
SECTION 1. There is hereby adopted the Manual of Operations for the Monitoring and Evaluation of Livelihood Programs and Projects, which is hereto attached and made integral part of this Administrative Order.

SECTION 2. This Administrative Order shall take effect immediately.

DONE in the City of Manila, this 13th day of March
in the year of Our Lord, nineteen hundred and ninety-one.

Corazon C. Aquino

By the President:


OSCAR M. ORBOS
Executive Secretary

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MANUAL FOR MONITORING AND EVALUATION OF GOVERNMENT LIVELIHOOD PROGRAMS AND PROJECTS

I. RATIONALE

To address the felt need to rationalize and coordinate the implementation of all government livelihood development programs and projects and to properly focus government activities and resources towards the smooth implementation of these programs, the President approved Cabinet Resolution (CR) No. 29 and Administrative Order (AO) No. 142 which provides the policy and implementing guidelines governing livelihood programs and projects.

The implementing guidelines identified the NEDA Social Development Committee (SDC), the Regional Development Councils (RDCs), Provincial Development Councils (PDCs) and the Municipal Development Councils (MDCs) as the bodies responsible for the monitoring and evaluation (M & E) of the livelihood programs and projects at the national, regional, provincial and municipal levels, respectively. Likewise, the implementing agencies shall report to the appropriate social development committee/council on a quarterly basis. The operational guidelines to coordinate M & E at the central and field levels as embodied in this manual shall provide the common framework for the monitoring and evaluation of livelihood programs and projects. The system will build on the existing Regional Project Monitoring and Evaluation System (RPMES) organization already established at the regional and sub-regional levels through Executive Order No. 376.

II. OBJECTIVES AND SCOPE

A. Objectives

The manual aims to provide the overall operational framework and mechanism for the monitoring and evaluation of government livelihood programs and projects. Specifically, the formulation of the manual of operation seeks to:

- a. establish a common monitoring and evaluation system that shall be adopted by the nine government agencies mandated to implement livelihood programs and projects as provided by AO No. 142 to ensure that progress and outputs are in accordance

with the government's livelihood thrusts and development priorities;

- b. flesh out the organizational and operational structure for monitoring and evaluation both at the central and field level; and
- c. provide the reporting parameters and indicators for the proper assessment of the government's livelihood development activities and thus facilitate in the formulation of appropriate policies and measures.

B. Scope

The monitoring and evaluation system shall cover all livelihood programs and projects of the nine agencies (covered by CR No. 29) including their attached agencies and instrumentalities. The guidelines' coverage shall extend to the RDCs, PDCs and MDCs which are the coordinating mechanisms for the government's livelihood activities at the regional, provincial and municipal levels, respectively. The systems framework as provided, includes the process flow to illustrate the appropriate interactions and linkages of the various agencies and institutions at the different levels. The general reporting guidelines and the monitoring and evaluation procedures are also included.

III. ORGANIZATIONAL STRUCTURE

The operationalization of the monitoring system for livelihood programs and projects shall be undertaken by a number of units/entities acting as coordinator, monitors and project implementors. Basically, the RPMES organizational structure shall be adopted. (See Figure 1)

3.1 Coordination Activities

To ensure that the RPMES activities are coordinated in terms of information dissemination, submission of reports, monitoring and evaluation of project implementation, feedback and problem-solving, coordinative mechanism of the system will be provided at the various levels.

Coordination of monitoring and evaluation activities at the nationwide and inter-regional level will be undertaken by the SDC with NEDA as the Secretariat.

At the sub-national levels, coordination of monitoring activities will be the responsibility of the various development councils (RDCs).

3.2 Monitoring Activities

The Regional SDC will be responsible for monitoring the implementation of livelihood development programs and projects at the regional level.

The system will likewise provide for the extensive and active participation of NGOs, private volunteer organizations (PVOs) and concerned citizens as authorized monitors at all levels.

IV. AGENCY AND INSTITUTIONAL RESPONSIBILITIES

The responsibilities of the various agencies and institutions in the system are as follows:

1. Social Development Committee (SDC), Regional Development Councils (RDCs), Provincial Development Councils (PDCs) and Municipal Development Councils (MDCs)

The SDC, at the national level while the RDC, PDC and MDC at sub-regional level, shall be the venue for the discussion and threshing out of the issues and problems arising from the monitoring and evaluation of government livelihood activities. The recommendations to address these issues and problems shall be forwarded to the appropriate bodies for consideration and appropriate action.

Likewise, they shall also conduct a continuing assessment of the government's livelihood development activities including the impact of the livelihood programs and projects on the economic status of the target beneficiaries.

2. Project Monitoring Committees (PMC)

The PMC at all levels, shall monitor the implementation of livelihood projects of the nine agencies. Furthermore, they shall

prepare an integrated report for submission to the SDC and/or to their respective development councils on a quarterly basis.

3. NEDA Secretariat

The NEDA shall provide secretariat services to the SDC in the preparation of integrated output reports and documents to be generated by the system. It shall review, evaluate and recommend action on operational/implementation issues/problems.

The NEDA Regional Offices shall synthesize and refer the issues/problems encountered to the RDCs for decision and appropriate action whenever applicable and necessary. Likewise, actions and decisions handed down by the SDC through the SDC Sub-Committee on Livelihood shall be forwarded by the NROs to the appropriate regional, provincial and municipal offices for their guidance and/or implementation.

4. Nine government agencies mandated to implement livelihood programs and projects including their attached agencies and instrumentalities (DA, DAR, DECS, DENR, DOLE, DLG, DSWD, DTI & OP)

The nine government agencies mandated to implement livelihood programs and projects including their attached instrumentalities in the central and field levels shall regularly monitor their programs and projects and provide quarterly reports to the appropriate social development committee/council. Moreover, the field offices of these agencies shall also provide quarterly reports to their central offices as part of their monitoring and evaluation systems.

V. SYSTEMS FRAMEWORK

To facilitate the implementation of the Livelihood Program, a monitoring and evaluation system has been designed with coverage from the implementing level up to the national level. The underlying principle of the system is to enhance the efficiency and effectiveness of program implementation at various levels. Hence, the SDC or appropriate body oversees the operation of the system at each level, acts on problems/issues, to expedite project implementation and to determine whether objectives are attained. Thus, some problems encountered in implementation are resolved at that level and only those issues which cannot be resolved are raised to the next level.

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The system shall likewise monitor the compliance of the agencies to the provisions of Cabinet Resolution No. 29 as approved by the Cabinet. It will use the Project Monitoring Committee created under E.O. 376 (RPMES) to gather reports from the nine implementing agencies.

The schematic diagram (Figures 2 & 3) describes the overall framework for monitoring the Livelihood Program at each level. The diagram shows the linkages between the major actors in the system in terms of reporting, feedback and referral within each level and among the various levels, i.e. national, regional, provincial/city and municipal levels.

A. Process Flow

The monitoring and evaluation process starts with the preparation of the annual work and financial program, the take-off point for the setting of performance targets and the subsequent release of funds for the operation of various Livelihood Programs.

NATIONAL LEVELS

1. All the agencies implementing Livelihood Program will furnish copies of their WFPs to the SDC thru the NEDA Secretariat of the Sub-Committee on Livelihood not later than 2 weeks after approval of their budget by DBM. This will be the basis for monitoring the program implementation on a quarterly basis.
2. Using the monitoring forms, the agencies will prepare the quarterly report and submit this to the secretariat.
3. The Secretariat will then prepare the integrated status report on a semestral basis and submit this to the Sub-Committee on Livelihood, then to the SDC-Technical Board, and to the SDC-Cabinet level if deemed necessary. Problems encountered in implementation will be assessed to determine the remedial actions or policy level interventions needed.
4. The SDC Secretariat will then provide feedback to the Regional Project Monitoring Committees RPMCs and national implementing agencies in terms of issues raised to the SDC national and other concerns/information that have to be provided to the regional SDC.

REGIONAL LEVELS

1. The implementing agencies will furnish copies of their WFP to the Project Monitoring Committees of the RPMES under the Regional Development Councils after approval of their budget by the DBM.
2. The implementing agencies will prepare a quarterly report on status of project implementation using the approved monitoring forms and submit this to the PMCs.
3. The integrated report (with output forms) to be prepared by the PMCs based on the submission of the agencies will then be presented to the SDC of the RDC. Issues will be discussed and resolved and issues needing higher level intervention will be raised to the SDC of the NEDA Board.
4. The Secretariat will also conduct project visits if deemed necessary. The regional SDC thru the RPMCs will also provide feed back to the regional implementing agencies and the provincial PMCs.

PROVINCIAL AND SUB-PROVINCIAL LEVELS

1. Same procedures will be undertaken in the provincial level. The agencies will submit their WFPs and regular monitoring reports to the PMCs which will be the basis for monitoring. The provincial level PMCs will prepare report for submission to the SDCs of the Provincial Development Councils. Issues and recommendation will be discussed at this level. Issues which cannot be resolved at the provincial SDC will be raised to the Regional Development Councils thru the regional PMCs.
2. The reports of the municipal implementing agencies will be integrated by their respective agencies in the provincial level and the consolidated reports using the Livelihood Monitoring Forms, shall be forwarded to the Provincial Monitoring Committees.
3. The provincial SDCS thru the provincial PMCs will likewise provide feed back to the provincial implementing agencies and the municipal PMCs in

B. Reporting

To continuously monitor the status of implementation of the Livelihood Program as well as the compliance of the implementing agencies to Cabinet Resolution No. 29 and Administrative Order (AO)

0002 - 101

142, the prescribed report forms shall be accomplished by the various implementors.

1. The implementors shall accomplish the following input reports:

Initial Projects Reports - containing basic information on projects to be implemented and activities to be undertaken during the year. These include name of project, schedules, financial and physical targets for each project/activity. These are accomplished at the beginning of the year or before project implementation as the case may be.

See LMS Form Nos. I-1, I-1A & I-1B

Physical Status Reports - containing information on the status or progress of projects implemented or activities undertaken.

See LMS Form No I-2A

Financial Status Report Form - containing information on the status of funding and funds utilization.

See LMS Form No. I-2B

2. The following output reports shall comprise the Integrated Monitoring Report on Livelihood Program which will be submitted to SDC national and Development Councils at sub-national level and to be prepared by the Sub-Committee on Livelihood Secretariat at the National level and the PMCs at the Sub-national level:

Integrated Summary of Physical Accomplishment by indicators containing information on indicators identified in the input form (LMS Form O-1)

Integrated Summary of Financial Accomplishment by indicators containing financial status based on indicators identified in the input form (LMS Form O-2) - Report on the Status of Projects Encountering Problems in Implementation output report of the PMC on projects encountering delays indicating actions to be taken by/recommendations of the development councils. (LMS Form O-3)

Cross tabulation of accomplishment by region/by province using selected indicator (LMS Form O-4)

Frequency and Timing of Submission

National, Regional, Provincial and Municipal Levels

Reports should be submitted by the implementing agencies in the following schedule:

1. National - From the implementing agencies to the SDC secretariat - two months after the end of each quarter.
2. Regional - From the implementing agencies to the RPMCs - Six (6) weeks after the end of each quarter.
3. Provincial - From the implementing agencies to the PPMCs - Four (4) weeks after the end of each quarter.
4. Municipal - From the implementors to the provincial offices - Two (2) weeks after the end of each quarter.

Monitoring Procedures

1. Conduct initial assessment of projects to be monitored based on the list of projects submitted by the agencies and their Work and Financial Programs.
2. Coordinate/establish linkage with project implementors to ensure accuracy of project assessment and continue consultation throughout the monitoring process. Such coordination/linkage should include, among others, a briefing on the timing and scope of monitoring activities and provision for a feed back mechanism on problems and issues encountered during implementation.
3. Analyze project/activity accomplishment and exception reports submitted by project implementors and compare targets against accomplishments, likewise, funds utilized against programmed amount.
4. If project is behind schedule, determine causes of delay and the suggested solution. Include these on the report to be submitted to the SDC, for deliberation.
5. When verification or validation of reports is needed, conduct project visits
 - a) Prepare a term of reference for the project visit including objectives, data to be gathered and methodology for data gathering, i.e., interviews, record review and ocular inspection of the project.

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- b) Conduct interviews with implementors, the community or with the beneficiaries, if necessary, to validate the information.
 - c) Assess any deviation from the work program and the causes of deviation.
 - d) Assess the quality of implementation in accordance with the project guidelines prepared by the agencies and whether the beneficiaries are the targetted beneficiaries.
 - e) Discuss findings of the project visits with the direct implementors and their supervisor. Problems and issues that cannot be resolved at the local levels shall be elevated to the next higher level or other appropriate bodies, as the case may be.
6. Upon completion of the project, conduct an evaluation to determine that the same is completed as per plans and specifications and the targets achieved. Make an assessment of the lessons and insights drawn in the course of the project implementation and determine the effects/impacts and benefits of the project.

Livelihood Monitoring System Report Forms

 LMS Form No. : Description : Agency Responsible : Frequency of Submission

 Input Forms

I-1, 1A, 1B	Initial Project Report containing basic information on project physical targets and programmed amounts	Implementors (9 agencies)	At the start of project implementation or at the beginning of the year, as the case maybe
I-2A	Progress Reports on physical accomplishment	-do-	Quarterly
I-2B	Progress Reports on Financial Accomplishment	-do-	Quarterly
I-3	Project Exception Report on information of problems/issues encountered/observed (same form as RPMS FORM I-3)	NGOs/Implementors	as needed

 Output Forms

O-1	Consolidated Physical Status Report	PNC/SDC Secretariat	Quarterly
O-2	Consolidated Financial Status Report	PNC/SDC Secretariat	-do-
O-3	Consolidated Reports on Problems/Issues Encountered	PNC/SDC Secretariat	-do-
O-4	Regional Distribution of accomplishment on selected indicators	PNC/SDC Secretariat	-do-

Initial Project Report

Program/Project Title :

Implementing Agency :

Location :

Objectives :

Project Description : Include components, activities,
target beneficiaries and other
informations on the
program/project.

Duration :

Program Cost (₹ and \$) & Source :

Physical Targets & Programmed Amount:
(see attached forms)

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**Reporting Guidelines
Initial Project Report**

- Program/Project Title** : Name of the program/project i.e.
LEAD
- Implementing Agency** : Name of agency that will implement
the project
- Location** : Place where the project will be
implemented (i.e. nationwide or
Metro Manila)
- Objectives** : Purpose of the project
- Project Description** : Include short description of the
components, activities, target
beneficiaries and other
informations about the
program/project.
- Duration** : Timetable of project implementation
- Program/Project Cost** : This includes the peso and dollar
counterpart, if there is any, for
the duration of project
implementation.

Physical Targets and Programmed Amounts:

Physical Targets (LMS Form No. 1-A)

Column I : Concerns/indicators are the items to be
reported on a semestral basis

Column II : Based on the indicators/concerns, break the
targets by quarter

Financial Program (LMS Form No. 1-B)

Column I : Concerns/indicators are the items to be
reported on a semestral basis

Column II : Based on the indicators/concerns break the
program by quarter

Submission : This form will be submitted at the start of
program/project implementation or monitoring
or at the start of the year. If submitted at
the start of the year and there has been
previous submissions, accomplish only Forms
1-A & 1-B

Physical Targets

Concerns/Indicators	1st Quarter	2nd Quarter	Physical Targets 3rd Quarter	4th Quarter	Remarks
See indicators at LMS Form I-2A					

Financial Program

Concerns/Indicators	1st Quarter	2nd Quarter	Programmed Amount/Number	3rd Quarter	4th Quarter	Remarks
See indicators at LMS Form 2-B:						

LIVELIHOOD DEVELOPMENT PROGRAM

Agency : _____
 Name of Program : _____

PHYSICAL STATUS REPORT

For the Period : _____

CONCERNS / INDICATORS (1)	TARGET	ACTUAL	REMARKS (4)
	CY 19__	From Jan. to _____ CY 19__	
(1)	(2)	(3)	(4)
A. Type of Projects Assisted (No. of Projects)			
* Agriculture			
* Industrial / Manufacturing			
* Trading			
* Servicing			
* Training			
* Others (Specify)			
B. Type of Assistance/No. of Beneficiaries			
* Integrated			
* Capital			
- Cash			
a. loan			
b. grants			
- Non-Cash (in kind)			
* Technical Assistance/Training			
- Follow-up services			
* Marketing			

- C. Type of Beneficiaries
(No. of Projects/No. of Beneficiaries)
- a) By Type of Organized Groups
(No. of groups/No. of members served):
 - * Farmers
 - * Fishermen
 - * Others(Specify)-(family)
- b) By Individual Beneficiaries
(No. of persons served)
 - * Relocates
 - * Disabled
 - * Rebel Returnees
 - * Others(Specify)

CONCERNS / INDICATORS (1)	TARGET	ACTUAL	REMARKS (4)
	CY 19__ (2)	From Jan. to ____ CY 19__ (3)	
c) By type of Enterprise (No. of enterprises/No. of members served) (based on capitalization)			
<ul style="list-style-type: none"> * Microenterprises * Cottage enterprises * Others 			
D. Employment Generation			
<ul style="list-style-type: none"> * No. of persons employed (man days equivalent) 			
E. Private Sector Participation			
<ul style="list-style-type: none"> * No. of PVOs/NGOs participating by nature of participation: <ul style="list-style-type: none"> - as conduits - Others(Specify) * No. of lending institutions involved: 			

REPORTING GUIDELINES

A. Type of Projects Assisted

If the program supports various types of projects, identify what types of projects are being assisted and indicate the number. (E. G. if the NLSF provides support to 10 projects, these projects may be classified under agriculture, industry or trading, etc.) If there are no targets set for each type, indicate only the targetted number of projects for the year.

Note: Please classify projects under only one type.

B. Type of Assistance

Classify beneficiaries as follows: a) those receiving integrated assistance or a combination of capital and technical assistance and/or training; b) those receiving capital assistance in cash or in kind, and for those receiving cash, indicate if the cash assistance is in the form of a loan or a grant- without interest; c) those receiving assistance in the form of training in livelihood skills, training on management, social preparation, etc.; and assistance in marketing, conducting feasibility studies, job placements, counseling, referral, etc. Indicate in the remarks column the type of assistance extended.

If possible, classify further the data under letter "B" into agriculture, industrial/ manufacturing, etc.

C. No. of Beneficiaries by type

- a. Indicate the number of groups and their corresponding number beneficiaries assisted by type of group whether, farmers' group, fishermen's group, youth group, women's group, families, etc.

b. If there are individual beneficiaries, indicate the number of persons by type. Specify the classification of persons, e.g. Displaced sugar workers; Displaced overseas workers; retirees, etc.

c. By type of enterprise

If the program assists micro-business, state the number of enterprises and the members benefitted by the following: a) microenterprises with total assets of P 50,000 or less before financing; b) cottage enterprises with total assets of more than P 50,000 but not more than P 500,000 before financing and c) other bigger enterprises.

D. Private Sector Participation

State here the number of Private Volunteer Organizations that are participating in the livelihood program. To avoid double count, consider the participating NGOs being reported during the current reporting period as the official count for the period. The current data shall automatically cancel the previous report and will reflect either the same data, a higher number than the last reporting period, if additional NGOs have been drawn in; or a lower number if some have stop participating. An explanation shall be given in the remarks column.

E. Employment Generation

Indicate here the number of persons employed by the various projects under the program.

FINANCIAL STATUS REPORT FORM

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(1)	PROGRAMMED AMOUNT	ACTUAL	REMARKS (4)
	CY 19____ (2)	From Jan. to _____ CY 19____ (3)	
I. Total Amount Allocated to the Livelihood Program			
II. Projects with Financial Assistance*			
A. LOANS			
1. Applications			
No.			
Amount			
2. Approved			
No.			
Amount			
3. Granted			
No.			
Amount			
4. Matured			
No.			
Amount			
5. Scheduled Repayment			
6. Amount Collected			
No.			
Amount			
7. Loans Outstanding			
No.			
Amount			
8. Interest Rate			
Agency			
NGO			
GFIs			

NOTE : If the program utilizes both PVOS and lending institutions as conduits of loans, use separate forms.

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	PROGRAMMED AMOUNT	ACTUAL	REMARKS
	CY 19 (2)	From Jan. to CY 19 (3)	(4)
B. GRANTS			
1. Applications			
No.			
Amount			
2. Approved			
No.			
Amount			
3. Granted			
No.			
Amount			
4. Scheduled Repayment			
5. Amount Collected			
III. Cost of Projects providing Technical Assistance/Training only			
IV. Administrative Cost			
V. Development Cost			

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FINANCIAL STATUS REPORT GUIDELINES

I. Indicate the total amount for the livelihood program including the following : amount for actual loaning/grants the cost of personal services, maintenance and operating or administrative cost; developmental or training/research cost.

II. Projects with Financial Assistance

A. Loans: Specify the following:

1. Number and amount of loans applied for by beneficiaries (group or individual loans).
2. Number and amount of loans authorized for release to borrowers.
3. Number and amount of loans authorized for release to borrowers.
4. Number and amount of loans (principal amount only) which have fallen due as of the period.
5. Scheduled amount of loans to be collected.
6. Number and amount of loans (principal only) which have been repaid by/collected from the borrowers as of the period.
7. Number and amount of the balance of loans granted which remains unpaid as of the period.

(Note: a) Loans outstanding = Loans granted - Loans collected
b) Loans outstanding = Current loans + Past due loans + Restructured loans)

8. Range of interest rate charged by the 9 agencies, NGO and the GFIs.

00002 - 381

B. Grants : Specify the following:

1. Number and amount of grants applied for by beneficiaries as of the period.
2. Number and amount of grants authorized for released to the borrowers as of the period.
3. Number and amount of grants released to the borrowers as of the period.
4. Scheduled amount of loans to be collected.
5. Amount of grants fully repaid/collected from the beneficiaries. (to give information on amount turned over for subsequent grants to others beneficiaries)

III. For projects that provide technical assistance only, such as skills training for livelihood, management and supervision only, social preparation and/or marketing, indicate the cost of such assistance.

IV. For all types of livelihood projects, indicate the administrative cost which includes personal services, maintenance and operating expenses, and other administrative cost.

V. For all types of projects, indicate the development cost or the cost of training and development of staff and researches if any for Livelihood Program only.

LMS Form I-3
PROJECT EXCEPTION REPORT

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Name of Project:

Type of Project:

Location:

Implementing Agency:

Implementation Status:

Ahead

Behind-Schedule

On-Schedule

Findings	Possible Reasons/Causes	Recommendations

PREPARED BY : _____
DESIGNATION : _____
OFFICE : _____
DATE : _____

CONSOLIDATED NATIONAL PHYSICAL STATUS OF LIVELIHOOD DEVELOPMENT PROGRAM

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CONCERNS / INDICATORS (1)	TARGET	ACTUAL	REMARKS (4)
	CY 19____ (2)	From Jan. to ____ CY 19____ (3)	
A. Type of Projects Assisted (No. of Projects)			
* Agriculture			
* Industrial / Manufacturing			
* Trading			
* Servicing			
* Training			
* Others (Specify)			
B. Type of Assistance/No. of Beneficiaries			
* Integrated			
* Capital			
- Cash			
a. loan			
b. grants			
- Non-Cash (in kind)			
* Technical Assistance/Training			
- Follow-up services			
* Marketing			
C. Type of Beneficiaries (No. of Projects/No. of Beneficiaries)			
a) By Type of Organized Groups (No. of groups/No. of members served):			
* Farmers			
* Fishermen			
* Others(Specify)-(family)			
b) By Individual Beneficiaries (No. of persons served)			
* Relocates			
* Disabled			
* Rebel Returnees			
* Others(Specify)			

CONCERNS / INDICATORS (1)	TARGET	ACTUAL	REMARKS (4)
	CY 19__ (2)	From Jan. to ____ CY 19__ (3)	
c) By type of Enterprise (No. of enterprises/No. of members served) (based on capitalization)			
* Microenterprises			
* Cottage enterprises			
* Others			
D. Employment Generation			
* No. of persons employed			
E. Private Sector Participation			
* No. of PVOs/NGOs participating by nature of participation:			
- as conduits			
- Others(Specify)			
* No. of lending institutions involved:			

CONSOLIDATED REGIONAL PHYSICAL STATUS OF LIVELIHOOD DEVELOPMENT PROGRAM

0002 " 304 " 26

CONCERNS / INDICATORS (1)	TARGET	ACTUAL	REMARKS (4)
	CY 18 (2)	From Jan. to _____ CY 19 _____ (3)	
A. Type of Projects Assisted (No. of Projects)			
* Agriculture			
* Industrial / Manufacturing			
* Trading			
* Servicing			
* Training			
* Others (Specify)			
B. Type of Assistance/No. of Beneficiaries			
* Integrated			
* Capital			
- Cash			
a. loan			
b. grants			
- Non-Cash (in kind)			
* Technical Assistance/Training			
- Follow-up services			
* Marketing			
C. Type of Beneficiaries (No. of Projects/No. of Beneficiaries)			
a) By Type of Organized Groups (No. of groups/No. of members served):			
* Farmers			
* Fishermen			
* Others(Specify)-(family)			
b) By Individual Beneficiaries (No. of persons served)			
* Relocates			
* Disabled			
* Rebel Returnees			
* Others(Specify)			

CONCERNS / INDICATORS (1)	TARGET	ACTUAL	REMARKS (4)
	CY 19__ (2)	:From Jan. to ____ CY 19__ (3)	
c) By type of Enterprise (No. of enterprises/No. of members served) (based on capitalization)			
* Microenterprises * Cottage enterprises * Others			
D. Employment Generation * No. of persons employed			
E. Private Sector Participation * No. of PYOs/NGOs participating by nature of participation: - as conduits - Others(Specify) * No. of lending institutions involved:			

CONSOLIDATED NATIONAL FINANCIAL STATUS OF LIVELIHOOD DEVELOPMENT PROGRAM

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(1)	PROGRAMMED AMOUNT		ACTUAL	REMARKS (4)
	CY 19 (2)	From Jan. to CY 19 (3)	_____	
I. Total Amount Allocated to the Livelihood Program				
II. Projects with Financial Assistance*				
A. LOANS				
1. Applications				
No.				
Amount				
2. Approved				
No.				
Amount				
3. Granted				
No.				
Amount				
4. Matured				
No.				
Amount				
5. Scheduled Repayment				
6. Amount Collected				
No.				
Amount				
7. Loans Outstanding				
No.				
Amount				
8. Interest Rate				
Agency				
NGO				
GFIs				

NOTE : If the program utilizes both PVOS and lending institutions as conduits of loans, use separate forms.

	PROGRAMMED AMOUNT	ACTUAL	REMARKS
	CY 19 (2)	From Jan. to CY 19 (3)	
B. GRANTS			
1. Applications			
No.			
Amount			
2. Approved			
No.			
Amount			
3. Granted			
No.			
Amount			
4. Scheduled Repayment			
5. Amount Collected			
III. Cost of Projects providing Technical Assistance/Training only			
IV. Administrative Cost			
V. Development Cost			

CONSOLIDATED REGIONAL FINANCIAL STATUS OF LIVELIHOOD DEVELOPMENT PROGRAM

(1)	PROGRAMMED AMOUNT	ACTUAL	REMARKS (4)
	CY 19__ (2)	From Jan. to ____ CY 19__ (3)	
I. Total Amount Allocated to the Livelihood Program			
II. Projects with Financial Assistance*			
A. LOANS			
1. Applications			
No.			
Amount			
2. Approved			
No.			
Amount			
3. Granted			
No.			
Amount			
4. Matured			
No.			
Amount			
5. Scheduled Repayment			
6. Amount Collected			
No.			
Amount			
7. Loans Outstanding			
No.			
Amount			
8. Interest Rate			
Agency			
NGO			
GFIs			

0000-301-30

NOTE : If the program utilizes both PVDS and lending institutions as conduits of loans, use separate forms.

	PROGRAMMED AMOUNT	ACTUAL	REMARKS
	CY 19____ (2)	From Jan. to _____ CY 19_____ (3)	
B. GRANTS			
1. Applications			
No.			
Amount			
2. Approved			
No.			
Amount			
3. Granted			
No.			
Amount			
4. Scheduled Repayment			
5. Amount Collected			
III. Cost of Projects providing Technical Assistance/Training only			
IV. Administrative Cost			
V. Development Cost			

REGIONAL DISTRIBUTION OF PROJECTS

No. of Projects Per Agency

Region	DA	DSWD	DENR	DTI	DECS	DOLE	DAR	DLG	LIVECOR	WHA	NLSF	SPDA	TOTAL
CAR													
I													
II													
III													
IV													
V													
VI													
VII													
VIII													
IX													
X													
XI													
XII													
TOTAL													

Figure 1
RPMES ORGANIZATIONAL STRUCTURE

IMPLEMENTORS

MONITORS

COORDINATORS

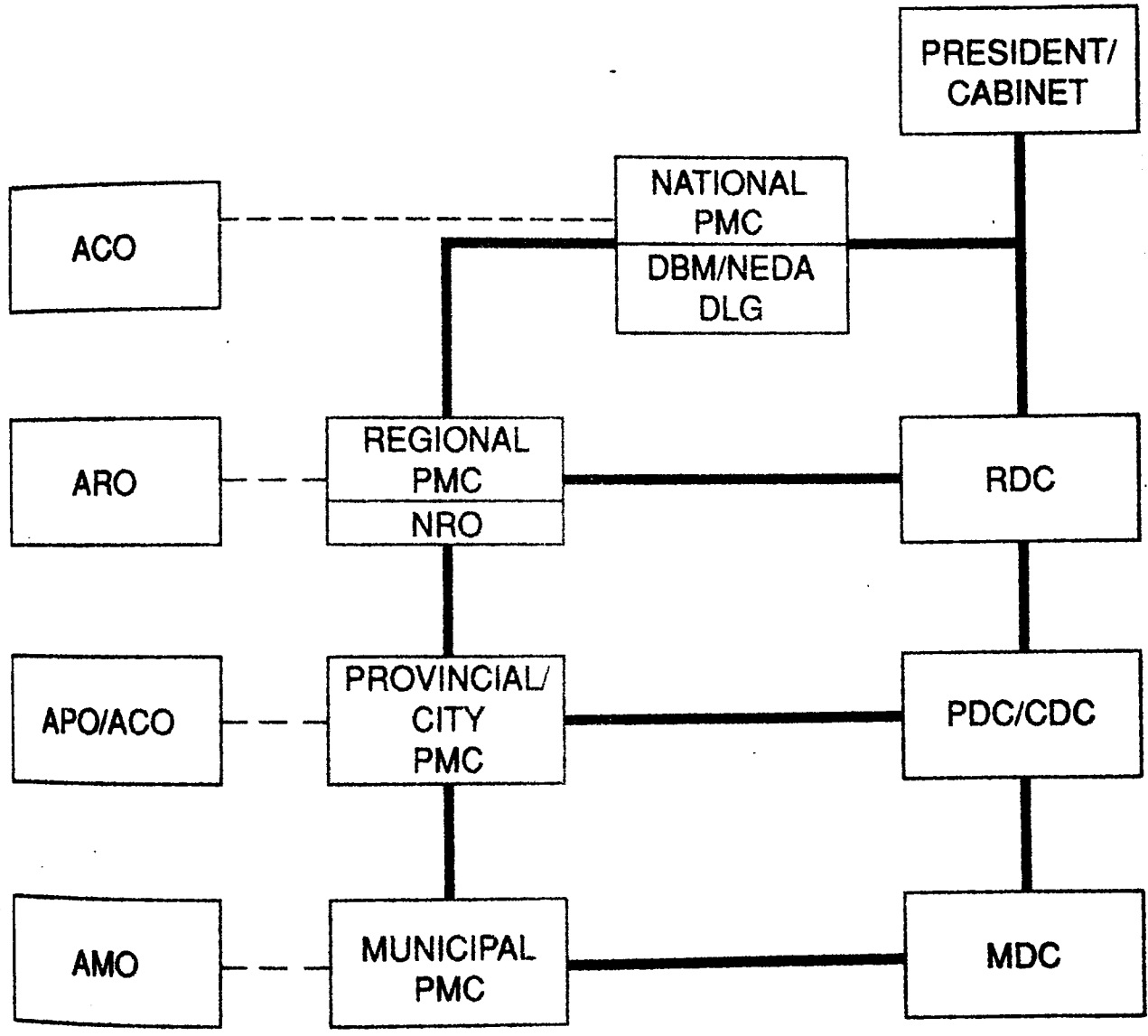
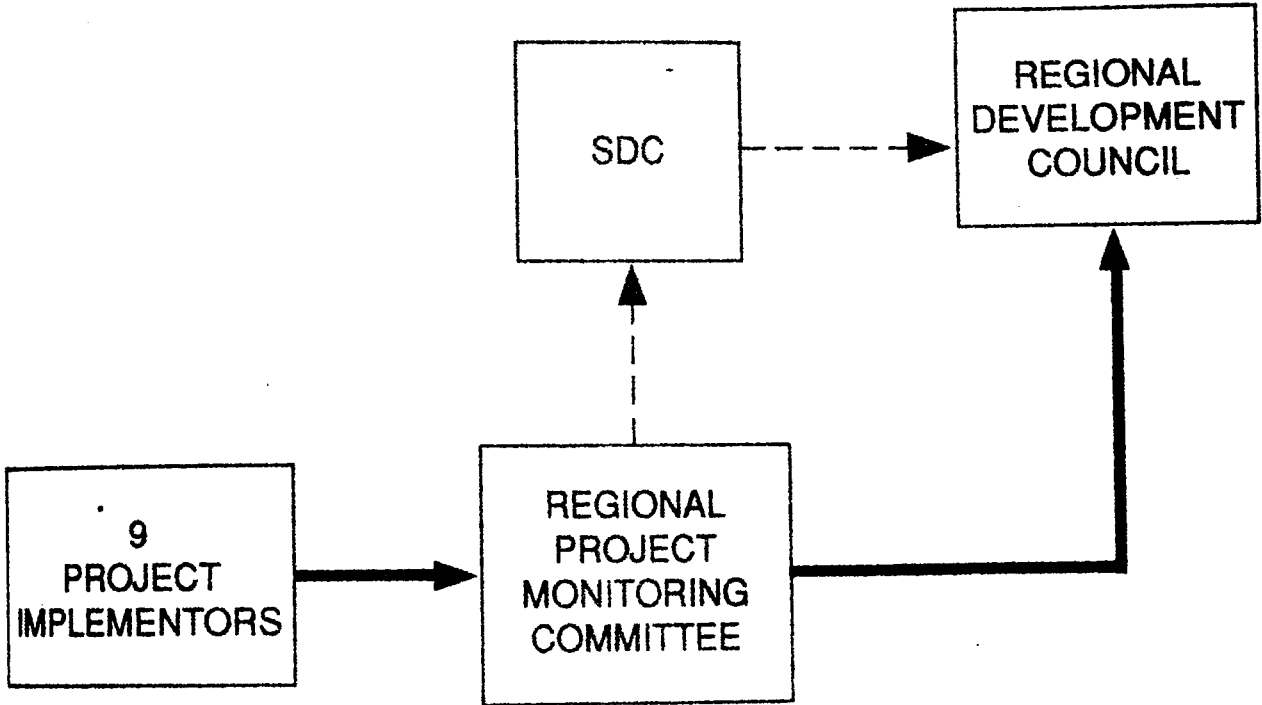


Figure 3
REGIONAL LEVEL



SDC TO ACTIVELY COORDINATE WITH RPMC AND
ITS SECRETARIAT FOR STATUS OF
LIVELIHOOD PROJECT