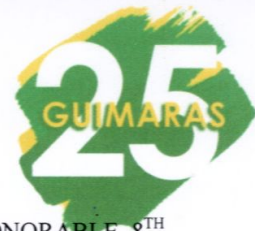




REPUBLIC OF THE PHILIPPINES
PROVINCE OF GUIMARAS
OFFICE OF THE 8TH SANGGUNIANG PANLALAWIGAN
San Miguel, Jordan, Guimaras



EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE HONORABLE 8TH SANGGUNIANG PANLALAWIGAN, PROVINCE OF GUIMARAS HELD AT THE SP SESSION HALL, PROVINCIAL CAPITOL ON MARCH 28, 2017.

PRESENT:

Hon. Cyril C. Beltran	-	SP Member/Acting Vice Governor/ Presiding Officer
Hon David G. Gano	-	SP Member/Deputy Majority Floor Leader
Hon. Cresente P. Chavez, Jr.	-	SP Member
Hon. Diosdado G. Gonzaga	-	SP Member
Hon. Josefina G. de la Cruz	-	SP Member
Hon. Rex G. Fernandez	-	SP Member
Hon. Aurelio G. Tionado	-	SP Member
Hon. Dan Elby C. Habaña	-	SP Member
Hon. Ma. Sheila G. Gange	-	Ex-Officio Member (PCL Fed. President)
Hon. Ramon N. Ortiz	-	Ex-Officio Member (ABC Fed. President)

RESOLUTION NO. 60

RESOLUTION AUTHORIZING GOVERNOR SAMUEL T. GUMARIN, MD, MPH OR ACTING GOVERNOR, ATTY. JOHN EDWARD G. GANDO TO SIGN FOR AND IN BEHALF OF THE PROVINCIAL GOVERNMENT OF GUIMARAS THE SPECIFIC IMPLEMENTATION ARRANGEMENTS FOR THE KALAHY CIDSS-NCDDP (TIER 2-177 AREAS AND INCENTIVE GRANT FOR 177 AREAS)

WHEREAS, the Honorable Vice Governor / Acting Governor, in his letter dated 21 March 2017, requested for a favorable legislation authorizing the Honorable Governor to sign for and in behalf of the Provincial Government of Guimaras the Specific Implementation Arrangements for the KALAHY CIDSS-NCDDP (Tier 2-177 Areas and Incentive Grant for 177 Areas);

WHEREAS, the Specific Implementation Arrangements (SIA) stipulates the roles and responsibilities of the stakeholders in the implementation of the two (2) incentive modes of KALAHY for the Municipality of Jordan;

WHEREAS, this Honorable Body finds the request to be in order;

NOW THEREFORE, on motion of Hon. Josefina de la Cruz, Chairperson, Committee on Social Services, unanimously seconded;

THE 8TH SANGGUNIANG PANLALAWIGAN IN SESSION DULY ASSEMBLED:

RESOLVED, to authorize Gov. Samuel T. Gumarin, MD, MPH or Vice Governor / Acting Governor Atty. John Edward G. Ganado, to sign for and in behalf of the Provincial Government of Guimaras, the following:

**SPECIFIC IMPLEMENTATION ARRANGEMENTS
For the KALAHY CIDSS-NCDDP
(Tier 2 – 177 Areas)**

This is a supplementary agreement to the General Memorandum of Agreement signed between the DSWD, Provincial Government of Guimaras and Municipal Government of Jordan. It details the implementation arrangements for the KALAHY CIDSS-NCDDP Tier 2 Grant for 177 areas in the Municipality.

CONTACT US: —



(033) 581 2114



public.information_guimaras@yahoo.com.ph



ProvinceofGuimaras

The Tier 2 grant is provided to municipalities in 177 area that have shown good performance in cycle (C1) of KC – NCDDP implementation. Hence, access to avail the grant shall be limited only from among the municipalities in five (5) Provinces namely: Aklan, Antique, Capiz, Guimaras, and Iloilo comprising the Panay Island Region VI that implemented under KC – NCDDP.

The timeframe for sub-project implementation will cover from January until December of 2017.

I. ROLES AND RESPONSIBILITIES OF THE PARTIES

• Roles and Responsibilities of the Department of Social Welfare and Development (DSWD)

Pursuant to this agreement, the DSWD shall:

- Assign Technical Team (TT) at the municipality and tasked to provide technical inputs and advice to facilitate implementation of the Program's Community Empowerment Activity Cycle. The TT shall conduct monitoring, technical assistance, and capability-building interventions to the Municipality Coordinating Team (MCT) and the Community Volunteers (CVs), to ensure that participatory development processes are correctly done and the design, selection, implementation, and operation and maintenance of sub-project are compliant to procedural, technical and financial standards set by the Program in its various manuals and implementation guidelines;
- Coordinate with the LPRAT-MIA through the TT in providing technical assistance and capability building to MLGU STAFF AND CVs, monitoring and evaluating the performance and compliance of the municipality and its participating barangays in the implementation of the Program;
- Provide grants for community sub-projects identified through a participatory, transparent, and open process of community prioritization, following Program guidelines for the purpose. The total amount of indicative community grants shall depend on the category of municipalities under the Program.
- Provide grants to barangays, upon request and subject to Program guidelines, for the preparation of community sub-project proposals and/or to support specific aspects of sub-project implementation, for and of selective types of sub-projects;
- Promote, through the TT and S/RPMO, in partnership with the Regional and Provincial DILG and the Municipal Local Government Operations Officer (MLGOO), the active participation of provincial, municipal, and barangay local government units in Program implementation, facilitate enhanced functionality of Municipal and barangay Development Councils and updating of Municipal and Barangay development Plans, and ensure wide acceptance and ownership of KALAHI CIDSS-NCDDP principles and processes by the Provincial, Municipal, and Barangay LGUs;
- Establish linkages with other National Government Agencies (NGA), Donor and other Development Agencies, Private Foundations, and Civil Society Organizations, to leverage development assistance resources, technical assistance, and other forms of support for Program municipalities and communities;
- Adhere to the roles and responsibilities contained in the Memorandum of Agreement and/or Specific Implementation Arrangement governing the implementation in the municipality.

• Roles and Responsibilities of the PROVINCIAL Local Government Unit (PLGU)

Pursuant to this agreement, the Provincial LGU shall:

- Promote KALAHI CIDSS-NCDDP and advocate through provincial legislation the adoption of KALAHI CIDSS-NCDDP participatory processes in the local development planning of Municipal and Barangay LGUs;

- Provide complementary resource and technical assistance support to the municipalities and barangays implementing the Program within the province. Support can include provincial counterpart funds for community projects, technical assistance in sub-project design, implementation, and operation and maintenance, and capacity building and training on participatory development planning and expenditure management, and other capability-building needs of municipal and barangay LGUs;
- Conduct monitoring and evaluation of municipal and barangay LGU compliance to Program processes and guidelines, in coordination with the RMPO;
- Designate the Provincial Planning and Development Coordinator (PPDC) or the Provincial Social Welfare and Development Officer (PSWDO) as KALAHY CIDSS-NCDDP Provincial Focal Person (PFP). It shall be the role of the PFP to (i) organize provision and delivery of provincial technical assistance and capability building support to MLGUs engaged in the Program, in coordination with the DSWD KC RMO; (ii) implementation, and; (iii) represent the PLGU in important implementation, monitoring and evaluation, and management and supervision activities organized by the Program at the Regional, Provincial, and Municipal levels, such as but not limited to municipal orientations, sub-project technical review, sub-project ranking and prioritization, monitoring of sub-project implementation, sub-project inaugurations, Regional Project Management Team (RPMT) meetings, and any other activities.

C. Roles and Responsibilities of the MUNICIPAL Local Government Unit

Pursuant to this agreement, the Municipal LGU shall:

- Pass relevant ordinances and/or resolutions in support of community-driven development and participatory governance, and implementation of the KALAHY CIDSS-NCDDP in the municipality, to include but shall not be limited to the following:
 - Institutionalization of People's Participation, Transparency, and Social Accountability, and development and implementation of strategies to mainstream the same in LGU development planning and poverty reduction programs, plans, and activities (PPAs);
 - Convergence of National Government Agency (NGA) poverty reduction PPAs in the municipality;
 - Allocation of local counterpart funds for the KC-NCDDP;
 - Organize a Local Poverty reduction Action Team (LPRAT) to serve as Municipal Inter-agency Committee (MIAC), and Municipal Coordinating Team (MCT), designation of members, and allocation of funds for LPRAT-MIAC and MCT operations;
 - NGO and PO accreditation;
 - Support to BDP formulation and BDP-MDP integration;
- Provide Local Counterpart Contributions (LCC) for the implementation of the KALAHY CIDSS-NCDDP following an agreed delivery timetable indicated in an approved LCC delivery plan, and which shall include, but may not necessarily be limited to, the following:

If KC-NCDDP Funding is....	Required LCC
Up to 100% of the LGU LDF	10% of the LDF
Over 100% up to 150% of the LDF	15% of the LDF
Over 150% off the LDF	20% of the LDF

- Opening of Municipal Trust Funds where all municipal cash contributions for sub-projects (where applicable) and CBIS activities shall be deposited, in accordance with the agreed delivery timetable indicated in the approved LCC delivery plan.

- Make accessible relevant information on the state of the Municipality and the LGU, as well as on LGU plans, programs, and activities including, but not necessarily limited to, the following:
 - Income and expenditure (including municipal assets that may be tapped to support Program implementation, as well as liabilities that may hinder delivery of counterpart commitments – e.g. loans and commitments to other NGAs and institutions;
 - Budgets, including data and information used for formulating budgets.
 - LGU Plans and activities to address local poverty and development, including data and information used for formulating municipal plans.
 - LGU plans and activities to assess the state of competency of LGU staff, and address competency gaps.
- Promote and support the active engagement of citizens and their organizations in the design, planning, and implementation of PPAs on poverty reduction, and in the implementation of the KC-NCDDP in the municipality, and;
 - Conduct NGO – PO accreditation;
 - Increase PO – NGO representation in the MDC, and ensure PO – NGO representation in Local Special Bodies (LSB), at the municipal and barangay level;
 - Provide preferential attention to the participation of women, and other highly vulnerable groups (i.e. the poorest, Indigenous People, youth, the elderly, and others) in the implementation of the Program;
 - Subject the Municipal and barangay GAD plans and the prioritization of GAD-funded projects to participatory review and assessment of gender responsiveness, and to possible enhancement.
 - Create mechanisms for regular LGU – Civil Society (CSO) consultation and dialogue;
 - Encourage PO – NGO participation in Program implementation, and in independent monitoring.
- Uphold and preserve the integrity of the KALAHY CIDSS-NCDDP procurement and fiduciary processes, and;
 - Assist community volunteers in undertaking procurement in a fair and transparent manner, and to defend the community-based procurement process from any and all attempts at undue influence.
 - Assist the Program in helping volunteers to: (i) manage financial transactions in accordance with existing rules and regulations and (ii) ensure sound financial management system.
- Provide support to KALAHY-CIDSS implementation and capability building activities and, prior to start of Program operations;
 - Organize, through Executive Order, the Local Poverty Reduction Action Team (LPRAT) to serve as Municipal Inter-agency Committee (MIAC) to provide technical support to Program implementation. LPRAT – MIAC members shall be headed by the Municipal Mayor or his/her duly authorized representative, and composed of all heads of LGU units such as, but not limited to, the MSWDO, MPDC, MLGOO, Municipal Engineer, MHO, and MAO, MARO, the Budget Officer, and other LGU staff.

- Form, through Executive Order, a Municipal Coordinating team (MCT) to provide implementation support to Technical Team (TT) in the implementation of the Program processes and activities along the Community Empowerment Activity Cycle (CEAC). MCT Members must be municipal staff seconded to the Project, or staff hired by the LGU for this purpose, and shall be composed of Area Coordinator, a Deputy Municipal Area Coordinator, a Municipal Finance Officer, and at least one (1) Community facilitator for every five (5) barangays and the Municipal Gender, IP and DRRM Focal Person.
- Assign a Municipal staff as GAD, IP and DRRM Focal Person in support to Program operations. The GAD, IP and DRRM Focal Person shall sit as a member of the MCT and work closely with the Technical Team and the MIAC in the performance of GAD-, IP- and DRRM-related Program activities.
- Provide office space (subject to Program specifications, to be provided) within the Municipal building and office furniture/fixture, equipment and supplies for a Joint MCT-DSWD Technical Team.
- Provide equipment, personnel, and other logistics support to KC-NCDDP participatory monitoring and evaluation (M&E) activities, including computer-based data processing (encoding, collation and storage) and provision of this data to the KC_NCDDP Technical team and local communities for their reflection and action.
- Comply with the Program's implementation procedure and guidelines as contained in the Program's various manuals, policy issuances, and directives;
- Participate during regular and milestone KC-NCDDP-LGU-community assessment meetings, for local review of performance against General MOA and SIA commitments, plans, targets and outcomes, and action planning.
- Adhere to the roles and responsibilities contained in the Memorandum of Agreement and/or Specific Implementation Arrangements governing the implementation of GPBP in the municipality.

II. DISENGAGEMENT, TERMINATION FOR CAUSE, and SANCTIONS

- The municipal and provincial LGU may request termination of this SIA and disengagement from the Program, upon written notice to the other parties specifying the reasons for the disengagement. The process of termination and disengagement shall follow Program guidelines developed by the DSWD for the purpose.
- As the Program proponent duly representing the Government of the Philippines under the Loan Agreement with the World Bank and Asian Development Bank, the DSWD reserves the right to suspend Program implementation for grievance relating to non-compliance or violation by the Province and/or the Municipality of any provision of this SIA.
- Non-compliance or violation by the Municipality of any provision of this SIA, as determined by the DSWD after an investigation, shall result in the imposition of the following sanctions, depending on the gravity of the offense: (a) warning or imposition of probationary status; (b) termination of Program operations, and; (c) delisting of "violating" Barangay, a group of barangays, or the entire municipality from the Project;
- In the event that the Municipality fails to complete the approved subprojects by **(indicate date)**, the Municipality shall be constrained to shoulder all the corresponding costs required to complete implementation of the subprojects.

III. EFFECTIVITY AND AMENDMENTS

This Specific Implementation Arrangements shall cover intended only for the incentive grant and shall take effect on _____ unless sooner terminated by ALL PARTIES, in writing.

Any amendment to this Agreement shall be made in writing and must be concurred by ALL PARTIES.

IN WITNESS THEREOF, the parties have set their hands this ____ day of _____ 2017.

FOR THE DSWD

FOR THE PROVINCE

REBECCA P. GEAMALA
OIC – Regional Director

SAMUEL T. GUMARIN, M.D., M.P.H.
Provincial Governor

FOR THE MUNICIPALITY

ENGR. RUBEN B. CORPUZ
Municipal Mayor

Annex 1

DEFINITION OF TERMS

- **Technical Team (TT)** refers to the group of capable and qualified persons hired by the DSWD to facilitate the implementation of the Program in the municipality through technical assistance provision to the Municipal Coordinating Team (MCT).
- **Capacity Building and Implementation Support or CBIS**, for purposes of this SIA, is defined as the portion of the municipal LCC covering salaries and other operations costs for municipal staff to be engaged in the Project.
- **Community Empowerment Activity Cycle or CEAC** refers to the basic implementation cycle of the Program, specifying the stages, key activities and implementation milestones of the Program.
- **Community Grant** refers to the funds taken from the Loan Proceeds and the counterpart of the Government of the Philippines that is released to the Barangay for the implementation of a duly prioritized and approved community sub-project.
- **Community Volunteers or CV** refers to community residents mobilized and engaged by the Program to undertake community activities along the CEAC. Community volunteers shall be duly recognized by the barangay through a resolution of the Barangay Assembly.
- **Cycle** refers to the implementation of the CEAC covering one year.
- **Tier 2 Grant – LGU** – implemented incentive round for good performing Yolanda – affected Municipalities using regular CEAC processes funded by foreign exchange gains from ADB emergency loan.
- **KALAHI CIDSS-NCDDP**, (also herein after referred to as the “Program”) refers to the “Kapit-Bisig Laban sa Kahirapan Comprehensive and Integrated Delivery of Social Services – National Community-driven Development Program”.

- **Local Counterpart Contribution or LCC** refers to the contribution of the local government units, the communities and other stakeholders to the Total KC-NCDDP and/or BUB Funding for the implementation of the Program in the municipality, and includes counterpart for (i) sub-project implementation; (ii) capacity building and implementation support (CBIS), and; (iii) project management support. The LCC can be in the form of cash or in-kind.
- **LCC Delivery Plan** is a document that outlines the breakdown and schedule of delivery of local counterpart contributions by the municipal LGU. The plan shall be subjected by the LGU to negotiations with, and approval by, the DSWD, with the final delivery plan document resulting from such negotiations subject to final concurrence by the Sangguniang Bayan, through a budget ordinance.
- **General Memorandum of Agreement or General MOA** refers to the agreement executed among the DSWD, PLGU AND MLGU to develop and implement social protection programs that will address the needs of the poor, empower citizens, and promote inclusive growth in the Municipality.
- **Specific Implementation Arrangement or SIA** refers to this agreement.
- **Municipal and Barangay Development Council or MDC and BDC** respectively, refers to the local special body mandated by the Local Government Code (RA 7160) tasked to assist the municipal or barangay council in setting the direction of economic and social development, as well as coordinating development efforts within the municipal or barangay jurisdiction. In the course of implementing the KALAHI CIDSS-NCDDP, the MDC and BDC shall be expanded to include more CSO and CBO representatives from the barangays.
- **Municipal coordinating Team or MCT** refers to the unit formed by the municipal LGU through an Executive Order, to provide operations support to the Technical Team during Program life in the municipality, and to lead in planning for, and conduct of sustainability activities after project phase-out.
- **Local Poverty Reduction Action Team (LPRAT) as Municipal Inter-Agency Committee (MIAC) or LPRAT-MIAC** refers to the committee formed by the municipal LGU to provide technical assistance to the barangays in the preparation of barangay development plans and barangay sub-project proposals, and monitor the implementation of on-going barangay sub-projects.
- **Regional Project Management Office or SRPMO** – refers to the extended composite group of Project-hired staff based at the DSWD – Provincial Office and headed by a Sub - Regional Project Coordinator, and tasked to undertake the day-to-day operations of the Program at their assigned/covered areas.
- **Sub-Project** refers to the community projects identifies by the barangay assemble and proposed for KALAHI CIDSS-NCDDP FUNDING, and prioritized by the municipal inter-barangay forum (MIBF).
- **Total KC-NCDDP and BUB Funding.** For purposes of this SIA, this is defined as the total cost of implementing the project in the municipality, and shall include (i) community grant, cost of CEAC activities, project management support and Capacity Building and Implementation Support to be provided by the DSWD to the municipal local government unit; and (ii) local counterpart contribution provided by the PLGU, MLGU, communities and other stakeholders for KC-NCDDP implementation.

**SPECIFIC IMPLEMENTATION ARRANGEMENTS
FOR THE KALAHİ CIDSS-NCDDP
(Incentive Grant for 177 Areas)**

This is a supplementary agreement to the General memorandum of Agreement signed between the DSWD, Provincial Government of Guimaras and Municipal Local Government of Jordan. It details the implementation arrangements for the KALAHİ CIDSS-NCDDP Incentive Grant for 177 areas in the municipality.

The Incentive Grant to 177 areas or municipalities that have shown good performance in their previous cycle (CI) of KC-NCDDP implementation. Hence, access to avail the grant shall be limited only from among the municipalities in five (5) provinces namely: Aklan, Antique, Capiz, Guimaras, and Iloilo comprising the Panay Island in Region VI that implemented under KC-NCDDP.

The following criteria shall determine the qualified municipalities for KC-NCDDP Incentive Grants:

- a. No adverse COA findings;
- b. Compliant with the implementation processes and guidelines.
- c. Instituted PTA principles in LGU local planning processes.
- d. 100% physical completion of approved subprojects.
- e. Full liquidation of grants utilized at the community level, and
- f. Capable and willing to provide the required Local Counterpart Contribution (LCC) both in cash or in kind that will cover the Capacity Building and Institutional Support (CBS), Sub-Project Implementation (SPI), Personnel Services (PS) and the Monitoring and Evaluation (M and E).

The timeline for sub-project implementation will cover from January until December of 2017.

I. ROLES AND RESPONSIBILITIES OF THE PARTIES

• **Roles and Responsibilities of the Department of Social Welfare and Development (DSWD)**

Pursuant to this agreement, the DSWD shall:

- Assign Technical Team (TT) at the municipality, composed of Community Development Officer, Infrastructure Officer, Financial Analysts and M and E Officer. The TT shall be tasked to provide technical inputs and advice to facilitate implementation of the Program's Community Empowerment Activity Code, and conduct monitoring, technical assistance, and capability-building interventions to the Municipal Coordinating Team (MCT) and the Community Volunteers (CVs), to ensure that participatory development processes are correctly done and the design, selection, implementation, and operation and maintenance of sub-project are compliant to procedural, technical and financial standards set by the Program in its various manuals and implementation guidelines.
- Coordinate with the LPRAT-MIA through the TT in monitoring and providing technical assistance and capability building to MLGU staff and CVs, and in monitoring and evaluating the performance and compliance of the municipality and its participating barangays in the implementation of the program.

- Provide grants for community sub-projects identified through a participatory, transparent and open process of community prioritization, following program guidelines for the purpose. The total amount of indicative community grants shall depend on the category of municipalities under the program.
 - Provide grants to barangays, upon request and subject to program guidelines, for the preparation of community sub-project proposals and/or to support specific aspects of sub-project implementation, for and of selective types of sub-projects.
 - Promote, through the TT and RPMO, in partnership with the Regional and Provincial DILG and the Municipal Local Government Operations Officer (MLGOO), the active participation of provincial, municipal and barangay local government units in program implementation, facilitate enhanced functionality of Municipal and Barangay Development Councils and updating of Municipal and Barangay Development Plans, and ensure wide acceptance and ownership of KALAHI CIDSS-NCDDP principles and processes by the Provincial, Municipal and Barangay LGUs.
 - Establish linkages with other National Government Agencies (NGAs), Donor and other Development Agencies, Private Foundations and Civil Society Organizations, to leverage development assistance resources, technical assistance and other forms of support for program municipalities and communities.
 - Adhere to the roles and responsibilities contained in the Memorandum of Agreement and/or Specific Implementation Arrangement governing the implementation in the municipality.
- **Roles and Responsibilities of the Provincial Local Government Unit (PLGU)**

Pursuant to this agreement, the Provincial LGU shall:

 - ▣ Promote KALAHI CIDSS-NCDDP and advocate through provincial legislation the adoption of KALAHI CIDSS-NCDDP participatory processes in the local development planning of Municipal and Barangay LGUs.
 - ▣ Provide complementary resource and technical assistance support to the municipalities and barangays implementing the program within the province. Support can include provincial counterpart funds for community projects, technical assistance in sub-project design, implementation, and operation and maintenance and capacity building and training on participatory development planning and expenditure management, and other capability-building needs of municipal and barangay LGUs.
 - ▣ Conduct monitoring and evaluation of municipal and barangay LGU compliance to program processes and guidelines, in coordination with the RMPO.
 - ▣ Designate the Provincial Planning and Development Coordinator (PPDC) or the Provincial Social Welfare and Development Officer (PSWDO) as KALAHI CIDSS-NCDDP Provincial Focal Person (PFP). It shall be the role of the PFP to (i) organize provision and delivery of provincial technical assistance and capability building support to MLGUs engaged in the program, in coordination with the DSWD KC RPMO; (i) coordinate with

provincial stakeholders to leverage additional complementary support to program implementation, and; (iii) represent the PLGU in important implementation, monitoring and evaluation, and management and supervision activities organized by the program at the Regional, Provincial and Municipal Level, such as but not limited to municipal orientations, sub-project technical review, sub-project ranking and prioritization, monitoring of sub-project implementation, sub-project inaugurations, Regional Project Management Team (RPMT) meetings, and any other activities.

- **Roles and Responsibilities of the Municipal Local Government Unit**

Pursuant to this agreement, the Municipal LGU shall:

- Pass relevant ordinances and/or resolutions in support of community-drivers development and participatory governance, and implementation of the KALAHÍ CIDSS-NCDDP in the municipality, to include but shall not be limited to the following:
 - ◊ Institutionalization of People's Participation, Transparency and Social Accountability and development and implementation of strategies to mainstream the same in LGU development planning and poverty reduction programs, plans and activities (PPAs).
 - ◊ Convergence of National Government Agency (NGA) poverty reduction PPAs in the municipality.
 - ◊ Allocation of local counterpart funds for the KC-NCDDP.
 - ◊ Organize a Local Poverty Reduction Action Team (LPRAT) to serve as Municipal Inter-Agency Committee (MIAC), and Municipal Coordinating Team (MCT), designation of members, and allocation of funds for LPRAT-MIAC and MCT operations.
 - ◊ NGO and PO accreditation.
 - ◊ Support to BDP formulation and BDP-MDP integration.
- Provide Local Counterpart Contributions (LCC) for the implementation of the KALAHÍ CIDSS-NCDDP following an agreed delivery timetable indicated in an approved LCC delivery plan, and which shall include, but may not necessarily be limited to the following:
 - ◊ Opening of Municipal Trust Funds where all municipal cash contributions for sub-projects (where applicable) and CBIS activities shall be deposited, in accordance with the agreed delivery timetable indicated in the approved LCC delivery plan.
- Make accessible relevant information on the state of the municipality and the LGU, as well as on LGU plans, programs, and activities including but not necessarily limited to the following:
 - ◊ Income and expenditure (including municipal assets that may be tapped to support Program implementation, as well as liabilities that may hinder delivery of counterpart commitments- e.g. loans and commitments to other NGAs and institutions).

- ◊ Budgets, including data and information used for formulating budgets.
 - ◊ LGU plans and activities to address local poverty and development, including data and information used for formulating municipal plans.
 - ◊ LGU plans and activities to assess the state of competency of LGU staff, and address competency gaps.
- Promote and support the active engagement of citizens and their organizations in the design, planning and implementation of PPAs on poverty reduction, and in the implementation of the KC-NCDDP in the municipality and:
 - ◊ Conduct NGO-PO accreditation.
 - ◊ Increase PO-NGO representation in the MDC, and ensure PO-NGO representation in Local Special Bodies (LSB) at the municipal and barangay level.
 - ◊ Provide preferential attention to the participation of women, and other highly vulnerable groups (i.e. the poorest, Indigenous People, youth, the elderly and others) in the implementation of the program.
 - ◊ Subject the Municipal and Barangay GAD plans and the prioritization of GAD-funded projects to participatory review and assessment of gender responsiveness and to possible enhancement.
 - ◊ Create mechanisms for regular LGU-Civil Society (CSO) consultation and dialogue.
 - ◊ Encourage PO-NGO participation in program implementation, and in independent monitoring.
- Uphold and preserve the integrity of the KALAH! CIDSS-NCDDP procurement and fiduciary processes, and:
 - ◊ Assist community volunteers in undertaking procurement in a fair and transparent manner, and to defend the community-based procurement process from any and all attempts at undue influence.
 - ◊ Assist the program in helping volunteers to: (i) manage financial transactions in accordance with existing rules and regulations and (ii) ensure sound financial management system.
- Provide support to KALAH!-CIDSS implementation and capability building activities and, prior to start of program operations:
 - ◊ Organize, through Executive Order, the Local Poverty Reduction Action Team (LPRAT) to serve as Municipal Inter-Agency Committee (MIAC) to provide technical support to Program implementation. LPRAT-MIAC members shall be headed by the Municipal Mayor or his/her duly authorized representative, and composed of all heads of LGU units such as, but not limited to, the MSWDO, MPDC, MLGOO, Municipal Engineer, MHO, MAO, MARO, the Budget Officer, and other LGU staff.

- ◊ Form, through Executive Order, a Municipal Coordinating Team (MCT) to provide implementation support to Municipal Monitors (MMs) in the implementation of program processes and activities along the Community Empowerment Activity Cycle (CEAC). MCT members must be municipal staff seconded to the project, or staff hired by the LGU for this purpose, and shall be composed of a Municipal Area Coordinator, a Deputy Municipal Area Coordinator, a Municipal Finance Officer, and at least one (1) Community Facilitator for every three (3) barangays and the Municipal Gender, IP and DRRM Focal Person.
- ◊ Assign a Municipal Staff as GAD, IP and DRRM Focal Person in support to program operations. The GAD, IP and DRRM Focal Person shall sit as a member of the MCT and work closely with the ACT and the MIAC in the performance of GAD, IP and DRRM-related program activities.
- ◊ Provide office space (subject to program specifications, to be provided) within the Municipal building and office furniture/fixtures, equipment and supplies for a Joint MCT-DSWD Municipal Monitors Team.
- ◊ Provide equipment, personnel and other logistics support to KC-NCDDP participatory monitoring and evaluation (M and E) activities, including computer-based data processing (encoding, collation and storage) and provision of this data to the KC-NCDDP ACT field staff and local communities for their reflection and action.
- ◊ Comply with the program's implementation procedure and guidelines as contained in the program's various manuals, policy issuances and directives.
- ◊ Participate during regular and milestone KC-NCDDP-LGU-community assessment meetings, for local review of performance against General MOA and SIA commitment, plans, targets and outcomes and action planning.
- ◊ Adhere to the roles and responsibilities contained in the Memorandum of Agreement and/or Specific Implementation Arrangements governing the implementation of GPBP in the municipality.

II. DISENGAGEMENT, TERMINATION FOR CAUSE AND SANCTIONS

- The municipal and provincial LGU may request termination of this MOA and disengagement from the program, upon written notice to the other parties specifying the reasons for the disengagement. The process of termination and disengagement shall follow program guidelines developed by the DSWD for the purpose.
- As the program proponent duly representing the government of the Philippines under the Loan Agreement with the World Bank and Asian Development Bank, the DSWD reserves the right to suspend program implementation for grievance relating to non-compliance or violation by the province and/or the municipality of any provision of this SIA.
- Non-compliance or violation by the municipality of any provisions of this SIA, as determined by the DSWD after an investigation, shall result in the imposition of the following sanctions, depending on the gravity of the offense: (a) warning or imposition of probationary status; (b) termination of program operations, and; (c) delisting of "violating" Barangay, a group of barangays, or the entire municipality from the project.

- In the event that the municipality fails to complete the approved subprojects by (indicate date), the municipality shall be constrained to shoulder all the corresponding costs required to complete implementation of the subprojects.

III. EFFECTIVITY AND AMENDMENTS

This Specific Implementation Arrangement shall cover intended only for the incentive grant and shall take effect on _____ unless sooner terminated by ALL PARTIES, in writing.

Any amendment to this agreement shall be made in writing and must be concurred by ALL PARTIES.

IN WITNESS THEREOF, the parties have set their hands this ____ day of _____ 2017.

For the DSWD

For the Province

REBECCA P. GEAMALA
OIC-Regional Director

SAMUEL T. GUMARIN, MD, MPH
Provincial Governor

For the Municipality

ENGR. RUBEN B. CORPUZ
Municipal Mayor

Annex I DEFINITION OF TERMS

- ▣ **Technical Team (TT)** refers to the group of technical persons hired by the DSWD to facilitate the implement the program in the municipality through technical assistance provision to the Municipal Coordinating Team (MCT).
- ▣ **capacity Building and Implementation Support or CBIS**, for purposes of this SIA, is defined as the parties of the municipal LCC covering salaries and other operations costs for municipal staff to be engaged in the project.
- ▣ **Community Empowerment Activity Cycle or CEAC** refers to the basic implementation cycle of the program, specifying the stages, key activities and implementation milestones of the program.
- ▣ **Community Grant** refers to the funds taken from the Loan Proceeds and the counterpart of the Government of the Philippines that is released to the barangay for the implementation of a duly prioritized and approved community sub-project.
- ▣ **Community Volunteers or CV** refers to community residents mobilized and engaged by the program to undertake community activities along the CEAC. Community volunteers shall be duly recognized by the barangay through a resolution of the Barangay Assembly.

- ❑ **Cycle** refers to the implementation of the CEAC covering one year.
- ❑ **Incentive Grant**, referred to the unutilized grants pooled at the national level, and shall be allocated on a “first come first served basis” to all performing Local Government Unit (LGU) to fund prioritized unmet needs and unfunded priorities especially those addressing vulnerabilities of communities such as disaster; presence of IPs and conflict and GIDA.
- ❑ **KALAHI CIDSS-NCDDP**, (also herein after referred to as the “Program”) refers to the “Kapit-Bisig Laban sa Kahirapan Comprehensive and Integrated Delivery of Social Services- National Community-Driven Development Program”.
- ❑ **Local Counterpart Contribution or LCC** referred to the contribution of the local government units, the communities and other local stakeholders to the Total KC-NCDDP and/or BUB Funding for the implementation of the program in the municipality, and includes counterpart for (i) sub-project implementation; (ii) capacity building and implementation support (CBIS), and; (iii) project management support. The LCC can be in the form of cash or in-kind.
- ❑ **LCC Delivery Plan** is a document that outlines the breakdown and schedule of delivery of local counterpart contributions by the municipal LGU. The plan shall be subjected by the LGU to negotiations with, and approval by, the DSWD, with the final delivery plan document resulting from such negotiations subject to final concurrence by the Sangguniang Bayan, through a budget ordinance.
- ❑ **General Memorandum of Agreement or General MOA** refers to the agreement executed among the DSWD, PLGU and MLGU to develop and implement social protection programs that will address the needs of the poor, empower citizens and promote inclusive growth in the municipality.
- ❑ **Specific Implementation Arrangement or SIA** refers to this agreement.
- ❑ **Municipal and Barangay Development Council or MDC and BDC** respectively, referred to the local special body mandated by the Local Government Code (RA 7160) tasked to assist the municipal or barangay council in setting the direction of economic and social development, as well as coordinating development efforts within the municipal or barangay jurisdiction. In the course of implementing the KALAHI CIDSS-NCDDP, the MDC and BDC shall be expanded to include more CSO and CBO representatives from the barangays.
- ❑ **Municipal Coordinating Team or MCT** refers to the unit formed by the municipal LGU through an Executive Order, to provide operations support to the ACT during program life in the municipality, and to lead in planning for, and conduct of sustainability activities after project phase-out.
- ❑ **Local Poverty Reduction Action Team (LPRAT) as Municipal Inter-Agency Committee (MIAC) or LPRAT-MIAC** refers to the committee formed by the municipal LGU to provide technical assistance to the barangays in the preparation of barangay development plans and barangay sub-project proposals, and monitor the implementation of on-going barangay sub-projects.
- ❑ **Regional Project Management Office or RPMO** refers to the composite group of project-hired staff and specialists and DSWD organic staff, based at the DSWD Regional Office and headed by a Regional project Manager, and tasked to undertake the day to day operations of the program.

- **Sub-project** refers to the community projects identified by the barangay assembly and proposed for KALAH! CIDSS-NCDDP FUNDING, and prioritized by the municipal inter-barangay forum (MBF).
- **Total KC-NCDDP and BUB Funding.** For purposes of this SIA, this is defined as the total cost of implementing the project in the municipality, and shall include (i) community grant, cost of CEAC activities, project management support and Capacity Building and Implementation Support to be provided by the DSWD to the municipal local government unit, and (ii) local counterpart contribution provided by the PLGU, MLGU, communities and other stakeholders for KC-NCDDP implementation.

RESOLVED FURTHER, to send a copy of this resolution to the Honorable Governor, KALAH!-CIDSS-NCDDP, Provincial Social Welfare and Development Office, Municipality of Jordan and all other concerned agencies for information and appropriate action.

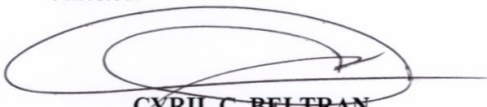
APPROVED. March 28, 2017.

I hereby certify that the foregoing is a true and accurate copy of the resolution which was duly adopted by the 8th Sangguniang Panlalawigan of the Province of Guimaras during its regular session held on March 28, 2017.

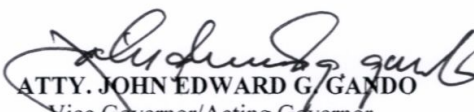

LORENA MINIERVA-ITUCAS

Secretary to the Sangguniang Panlalawigan

Attested:


CYRIL C. BELTRAN
SP Member/Acting Vice Governor
Presiding Officer

Approved:


ATTY. JOHN EDWARD G. GANDO
Vice Governor/Acting Governor