

PRODUCTIVITY ENHANCEMENT PROGRAM

The NEDA Productivity Enhancement Program is intended to help economic and social development at the local level by providing support to small scale productivity enhancing projects. The NEDA-PEP seeks to contribute to current productivity efforts by promoting productivity enhancing projects at the grassroots level.

The NEDA-PEP provides funding support to the following:

1. Agriculture productivity activities
 - a. Establishment of small scale technology demo facilities
 - b. Pilot-testing, prototyping, and replication of technologies
 - c. Small start-up equity for pioneering enterprises
 - d. Demonstration of innovative post harvest facilities
 - e. Demonstration of integrated approaches in agriculture
 - f. Demonstration of commodity value adding technologies
 - g. Other similar activities

2. Environmental protection activities
 - a. Small scale community based mangrove rehabilitation
 - b. Small scale coastal resource management
 - c. Sanctuaries preservation and development
 - d. Small scale community based tree planting activities
 - e. Other similar activities

NEDA-PEP is soliciting proposals from the following:

- a) State Universities and Colleges (SUCs)
- b) Local Government Units (LGUs)
- c) Private organizations endorsed by a partner SUC/LGU

NEDA-PEP will require the following fund counterpart:

SUCs	20% of total project cost
LGUs	1 st & 2 nd Class – 50%
	3 rd & 4 th Class – 30%
	5 th & 6 th Class – 10%

The proponent must submit the following documents:

- a) Project Proposal
- b) Project Logical Framework
- c) Technology Abstract
- d) Work and Financial Plan
- e) Project Monitoring Plan
- f) Project Sustainability Plan

NEDA-PEP will evaluate proposals based on the following:

- a) nature and eligibility of the project
- b) completeness of required documents
- c) logical framework consistency
- d) project viability
- e) technical feasibility
- f) financial and economic viability
- g) social acceptability
- h) project sustainability

NEDA Region 5 will approve projects costing below one million pesos. Projects proposals costing one million and above will be approved by NEDA Central Office. Project funds will be released only to SUCs or LGUs subject to the terms and conditions of the NEDA-PEP. For more information please get in touch with NEDA Region 5.

NEDA PRODUCTIVITY ENHANCEMENT PROJECT

Project Proposal Format (Minimum Requirement)

ELEMENT	MINIMUM CONTENT
I. Project Title	
II. Background/Rationale	<ul style="list-style-type: none"> • Issues and problems to be solved • Project relevance to: <ul style="list-style-type: none"> - Sectoral/Regional/National (MTPD) plans. - Current condition/existing development activities in the sector - Emerging global trends/realities - Global competition/globalization of production process - Actual needs and demands (market analysis)
III. Project Objective/Purpose	<ul style="list-style-type: none"> i) Expected to be achieved at the end of project period j) Responsive to issues identified k) Contributes to the overall improvement of the quality of life of targeted beneficiaries l) Supports national goals, policies, and thrust m) Complements other programs/projects (completed, on-going, and pipelines) n) Project impacts/benefits identified, assured, and sustained
IV. Project Component/Activities	<ul style="list-style-type: none"> 2. Specific actions intended to produce (each) <i>output</i> of the project by effective use of the <i>input</i> 3. Direct support to the objectives 4. Operationally linked with each other 5. Delivery mechanism that is tried and tested 6. Supportive of and consistent with existing laws
V. Input Requirement	<ul style="list-style-type: none"> • Estimated human resources requirements <ul style="list-style-type: none"> g) e.g., engagement of consultancy/advisory services, project management • Estimated material and physical inputs <ul style="list-style-type: none"> h) e.g., office space, technology and equipment • Other relevant inputs <ul style="list-style-type: none"> - e.g., conduct of meetings, workshops, trainings, data generation
VI. Implementation Schedule	<ul style="list-style-type: none"> • Proposed implementation schedule • Use of Gantt chart
VII. Expected Outputs and Results	<ul style="list-style-type: none"> • Realized by the <i>project activities</i> in order to achieve the <i>project purpose</i> • Should be consistent with the overall project goal and objectives

	<ul style="list-style-type: none"> • Should be clearly stated
VIII. Project Beneficiaries	Population for which positive changes are intended <i>directly</i> and <i>indirectly</i> by implementing the project
IX. Implementation Arrangement	<ul style="list-style-type: none"> • Identification of orchestrator of activities • Appropriate institutional mechanisms and procedures for spreading the benefits of the programs • Commitment/responsibilities of concerned agencies/entities <ul style="list-style-type: none"> i) Division of labor among units/entities • Identification of system of accountability • Management Strategy/Organization Structure
X. Estimated Budgetary Requirement	<ul style="list-style-type: none"> • Estimated project cost • Consistent with input requirements • Properly allocated among activities • Properly spread within project duration • Available counterparting
XI. Logical Framework	<ul style="list-style-type: none"> b. Tool for monitoring and evaluation c. Clear standards and/or indices of success <ul style="list-style-type: none"> j) Project performance indicators k) Impact indicators d. Define anticipated constraints and manner to address them <ul style="list-style-type: none"> l) Implementation problems expected to be encountered m) Recommendations to minimize/eliminate implementation concerns

Project Summary

Project Title: must be a concise description of the project

Proponent: LGU and name of LCE

Implementing Unit: specific department in the LGU

Project Team Leader:

Contact Info: Address, telephone and fax numbers, email address

Cooperating LGU/SUC/NGO:

Project Description: one paragraph explanation of what the project is all about (program, specific intervention, result)

Project Objectives: must be "SMART"

Project Components: major activities to be undertaken

Project Outputs: must correspond to the components

Beneficiaries: direct beneficiaries outside of the LGU (who, how many, where located, source of income, and other relevant information)

Project Intervention: what the project will do (to, with, among the beneficiaries (train, finance, organize, etc.)

Technology Summary: describe the process, product, input, etc that will be pilot tested or demonstrated

Implementation Arrangement: describe how the intervention will be carried out by the proponent and the cooperating agency/unit/organization

Cooperating Agencies/Units: agencies/units/organizations expected to assist the project and their roles or responsibilities in the project

Implementation Period: start and end of project activities

PROJECT TITLE
 LOGICAL FRAMEWORK
 (Indicate the date when the LogFrame was prepared)

Project Strategy/Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Assumptions
GOAL	MEASURES OF GOAL ACHIEVEMENT	SOURCES OF INFORMATION METHOD USED	AFFECTING THE PURPOSE-GOAL LINKAGE
PURPOSE	END OF PROJECT STATUS	SOURCES OF INFORMATION METHOD USED	AFFECTING THE OUTPUT-PURPOSE LINKAGE
OUTPUTS	MAGNITUDE OF OUTPUTS PLANNED COMPLETION DATE	SOURCES OF INFORMATION METHOD USED	AFFECTING THE INPUTS-OUTPUTS LINKAGE
ACTIVITIES INPUTS	NATURE & LEVEL OF RESOURCES NECESSARY, COST & PLANNED STARTING DATE	SOURCES OF INFORMATION METHOD USED	INITIAL ASSUMPTIONS ABOUT THE PROJECT