



Galing Pook Awards 2010 Application Form and Guidelines

THE GALING POOK AWARDS

The Galing Pook Awards was launched in 21 October 1993 as a pioneering program that searches and recognizes innovative practices by local government units. LGU finalists with outstanding initiatives are carefully selected and winners are recognized in a very prestigious awarding ceremony. The award is conferred by the President of the Republic of the Philippines.

The awardees of the Galing Pook are chosen from a national search of local governance programs, evaluated through a multilevel rigorous screening process based on positive results and impact, promotion of people's participation and empowerment, innovation, transferability and sustainability, and efficiency of program service delivery.

Beyond the awards, winning programs become models of good governance promoted for adoption in other communities. They provide useful insights and strategies to find innovative solutions to common problems. More importantly, they affirm the community and the local government's commitment to good governance.

For the past 16 years, 249 programs of 160 local governments were awarded the Galing Pook. These awardees become very important advocates in stimulating and inspiring other local governments to introduce innovative practices and provide a fertile environment for the replication of successful reforms.

Why Should You Apply?

The winning is in the joining. This sums up the essence of participating in the Galing Pook Awards.

Joining the awards compels the applicants to reflect on their program experiences and to document the gains and lessons they have derived from their initiatives. Moreover, the selection process facilitates as a venue for those who participate to share and to learn from their fellow applicants.

Some reasons could be brought up so as not to participate. There are those who may be too modest and do not feel the need for an award, but this may deprive others of the opportunity to learn from them. There are some who may feel superior and too complacent already, but who can really tell them their good points unless their programs go through a peer review by multi-disciplinary experts and practitioners?

Joining in the Galing Pook Awards is an advocacy for good local governance practices that inspire and challenge others to do better. Eventually, it encourages those who take part to compete not with others but with themselves.

Award Category

Top Ten Outstanding Local Governance Programs

Award Criteria

Positive Results and Impact	(30%)
Promotion of People's Participation and Empowerment	(30%)
Innovation	(15%)
Transferability and Sustainability	(15%)
Efficiency of Program Service Delivery	(10%)

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Selection Process

Eligibility Screening: The GPF secretariat reviews whether the program submissions meet the eligibility criteria.

First Level Screening: The National Selection Committee (NSC) goes over all applications to initially screen and identify programs with high potential. These programs will be turned over to the Regional Selection Committee (RSC) for a more in-depth assessment and review.

Second Level Screening: The RSC evaluates and recommends programs for elevation to the next screening level.

Third Level Screening: The NSC reviews the RSC recommendations and identifies the programs for site validation.

Site Validation: Assigned NSC members and (as necessary) selected RSC members and GPF personnel validate program claims and clarify concerns raised in previous screening levels. Results of the validations serve as basis for the NSC to select the programs to be subjected to the final presentation.

Final Presentation and Panel Interview: The local chief executives (LCEs) and/or program officers of qualified entries present and defend their programs before the NSC members and their co-finalists.

Awarding Ceremony: The Galing Pook Award is conferred by the President of the Philippines in a ceremony held at the Malacañan Palace.

APPLYING TO THE GALING POOK AWARDS

Eligibility Criteria

For your program to be considered for the Galing Pook Awards, it must meet the following minimum requirements:

- It must have involved or engaged processes within a local government unit (barangay, municipality, city, or province) even if the program might have been initiated (either independently or jointly) by an NGO, CSO and/or an LGU.
- It must have been in operation for at least one (1) year before the deadline of submission.
- It must have verifiable and significant results.

General Guidelines

- Though submission of more than one entry is allowed, please ensure that they are not inter-related. You are therefore encouraged to package the programs that are directly connected as one comprehensive entry.
- Provide all the required information and make sure that no item is left blank.
- Please be advised that your responses may be in English or Filipino.
- For parts that require narratives, please be concise and straightforward in your answers as a limit of **one page per part** would be imposed. Please use only white short-sized **(8.5 x 11 in.)** bond papers for your answers. Margin is 1 inch for all sides (top, bottom, left and right). Kindly use Arial as the font and font size at 10 points. You may also use Times New Roman at 12 points font size.
- Answers are preferably **computer-encoded**. In case such is not possible, typewritten and handwritten applications will also be accepted. Please use only BLACK INK in printing your answers.
- Submit **eight (8) identical copies** of your program entry. Please **DO NOT BIND** your submissions—use only staple wires to put your documents together.

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- Submit only **two (2) copies** of your attachments (using 8.5 x 11 in. bond paper as much as possible). Put them together in a folder and include a Table of Contents on the front page. Your attachments should include **only** the following:
 - a. Latest Program Budget;
 - b. LGU and Program Organizational Structure; and
 - c. Five (5) Photos Exhibiting the Program's Activities and Impacts.

Please DO NOT attach other documents that have not been listed above. Throughout the course of the selection process, the Galing Pook Secretariat (on behalf of the Selection Committee) will make requests for additional data as deemed necessary.

- Please also submit **one (1) soft copy of your application form and attachments in a CD**. For the electronic copy of the photos, kindly submit high-resolution jpeg files as much as possible. Please do not embed the e-photos in any document to preserve file size and quality.
- Submit personally or send your applications to the following address:

Galing Pook Foundation
25 Mahusay corner Malinis Streets
UP Village, Diliman, Quezon City
1101 Philippines

Contents of the Application Form/Program Entry

PAGE 1: General Information on the Program

Please provide the following information:

1. Title of the Program
2. Name of the LGU Implementing the Program
3. Population of the LGU (latest data)
4. Income Classification of the LGU
5. Profile and Number of the Beneficiaries of the Program (e.g. 50 fisherfolks, 100 farmers)
6. Date (Day, Month, and Year) of the Start of the Program
7. Financial Profile of the Program in the Previous Year/s (Maximum of 3 Years):*

Source of Funds:	Year 1**	Year 2	Year 3
(add more rows as necessary)			
Total Program Budget			

PAGE 2: Program Brief

Please provide a **flowing narrative** that would briefly illustrate your program. Include in your discussion the (1) beneficiaries' needs/problems that the program addressed, (2) the objectives of the program, and (3) the corresponding strategies to meet such objectives.

PAGE 3: Positive Results and Impact

Please present **either in narrative or matrix form** your program's impact / accomplishments. In your discussion, please show figures and statistics to support your assessment (e.g. increase in annual household income from P40,000 to P60,000).

* To differentiate from the latest program budget as required in the attachments, the item on the financial profile in the last three years generally seeks information on the source of funds for the program, while the latest program budget required in the attachments seeks information regarding the expense items where program funds are allocated, as well as the source of these funds, when available.

** For Year 1, Year 2, and Year 3, please identify the exact year in the appropriate column.

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PAGE 4: Promotion of People's Participation and Empowerment

Please highlight your program's participatory processes or mechanisms that engage the different stakeholders to be involved in the program's planning, implementation, and monitoring/evaluation.

Discuss also the community's contributions (i.e. time, funds, labor, land, etc.) that developed their sense of ownership of the program, if applicable.

PAGE 5: Innovation

Please discuss the innovation being introduced by the program. Innovation is typically understood as the successful introduction of something *new* and *useful*, for example introducing new methods, techniques, or practices or new or improved products and services.

It can also be an improvement of something already existing. The innovation may be in the program itself, or in the processes used in implementing the program. If a similar concept has already been introduced or is used elsewhere, kindly explain the value added by the program for it to be deemed innovative.

In the organizational context, innovation may be linked to performance and growth through improvements in efficiency, productivity, quality, service delivery, etc. For innovation to occur, something more than the generation of a creative idea or insight is required: the insight must be put into action to make a genuine difference, resulting for example in new or improved processes within the organization, or changes in the services provided.

PAGE 6: Transferability and Sustainability

Please describe the initiatives towards the institutionalization of the program (e.g. development and implementation of a program strategic plan, passage of ordinances, etc.) to ensure its sustainability even beyond the present administration and/or discontinuation of external assistance.

Also, please suggest approaches on how the program can be replicated or transferred in other areas. Incorporate in your recommendations the difficulties and challenges you've faced in the program as well as the means you've employed to address them. If applicable, cite existing programs of other LGUs that have been modeled from your program.

PAGE 7: Please certify the accuracy of the information you've provided by copying the following statement:

"We certify that to the best of our knowledge, all of the information contained in this Application Form and annexes are true and accurate."

Below the statement, **the program manager and the Local Chief Executive should sign.**

Also, please provide the following information for both the Program Manager and the Local Chief Executive:

- Name
- Specific Position Title and Designation
- Complete Office Address (with postal code)
- Email Address
- Contact Numbers (telephone and fax number, including your area code; mobile number if necessary)

Note:

Please do not hesitate to contact the Galing Pook Secretariat if you have any questions or clarifications at telephone numbers (02) 433 47 31 to 32 and (02) 926 41 36, or through e-mail at awards@galingpook.org.

You may download an electronic copy of this application form at www.galingpook.org.

**DEADLINE FOR SUBMISSION OF
APPLICATIONS EXTENDED UNTIL
31 AUGUST 2010**



Malikhaing paraan
Kasama ang mamamayan
Tungo sa pagbabago
At tuluy-tuloy na pag-unlad