



**2024 Galing Pook Awards
Search for the Top 10 Outstanding Local Governance Programs
Application Form and Guidelines**

The Galing Pook Awards

The Galing Pook Awards was launched on October 21, 1993 as a pioneering program that searches for 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 awardees of the Galing Pook are chosen from a national search of local governance programs, evaluated through a rigorous screening process, using the following selection criteria: (1) positive results and impact, (2) promotion of people’s participation and empowerment, (3) innovation and adaptation, (4) resilience, (5) sustainability, and (6) efficiency of program service delivery and transferability.

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.

Since the Galing Pook Awards was launched in 1993, 357 programs from 230 local governments won the Galing Pook Award. These awardees became important advocates in inspiring other local governments to introduce innovative practices and provide a fertile environment for the replication of successful reforms.

The 2024 Galing Pook Awards for the Ten Outstanding Local Governance Programs is presented by the Galing Pook Foundation in partnership with the Department of the Interior and Local Government – Local Government Academy and SM Prime Holdings, Inc.

Selection Criteria

| | |
|--|-------|
| Positive Results and Impact | (25%) |
| Promotion of People’s Participation and Empowerment | (25%) |
| Innovation and Adaptation | (20%) |
| Resilience | (10%) |
| Sustainability | (10%) |
| Efficiency of Program Service Delivery and Transferability | (10%) |

Selection Process

Eligibility Screening: The Galing Pook Foundation (GPF) secretariat reviews whether the program submissions meet the eligibility criteria.

First Screening: The National Selection Committee (NSC) goes over eligible applications to select programs with high potential. A further cut is made to select programs for validation.

Validation: Assigned NSC members and GPF personnel validate program claims and clarify concerns raised in the previous screening.

Validation Result Deliberation: The NSC reconvenes to deliberate on the results of the validation and 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 Final Board of Judges. The Board of Judges then conducts a separate deliberation to select the Ten Outstanding Local Governance Programs.

Special Citation

A special citation will also be given to one of the finalists that has demonstrated the principles of diversity, inclusivity, equity and accessibility in promoting participatory local governance. The said citation will be presented by the Galing Pook Foundation in partnership with the USAID through the Cities for Enhanced Governance and Engagement (CHANGE) Project.

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 two years before the deadline of submission.
- It must have verifiable and significant results.

Eligibility Check

To help LGUs do a self-assessment of their programs' eligibility and if they are ready to join the Galing Pook Awards, below are questions that they can answer. This self-assessment is without prejudice to GPF's own assessment of the programs' eligibility:

- Is the program implemented by your LGU with an assigned LGU staff handling the day-to-day operations?
- Has your LGU been operating this program for at least two years before the submission deadline?
- Positive Results and Impact: Will you be able to provide evidence that your program has created significant positive change in the lives of people in your community?
- People's Participation and Empowerment: Does the program involve community members in any capacity apart from being a beneficiary (e.g., participation in planning, implementation, monitoring, etc.)?
- Innovation: Did you introduce something significantly new and different from other existing programs to address a community's need?
- Resilience: Does the program have safeguards from risks brought about by natural and human-induced hazards (e.g., typhoons, earthquakes, pandemics, cyber attacks, armed conflict)?
- Sustainability: Are there mechanisms to ensure the continuity of the program amidst changes in leadership at the local level?
- Sustainability/People's Participation and Empowerment: Do the community members have strong buy-in and co-ownership to support the program's continuity?

Why Join the Awards?

- Winning LGU programs are promoted nationwide through our partnership with the Department of the Interior and Local Government and the Local Government Academy.
- Your LGU will be recognized as pioneering and innovative when your programs are scaled up and replicated in other areas throughout the country. This will surely boost the morale of your team and communities as they feel the pride in seeing their ideas being implemented nationwide to benefit more Filipinos.
- You would have access to Galing Pook partners from the private sector and non-government organizations who could potentially support your programs. They will know more about your programs through the Awards.
- This is a good platform for strengthening your advocacies and establishing your legacy as a local chief executive.

General Guidelines

- Submission of more than one entry is allowed as long as the entries are not inter-related. You are encouraged to package the programs that are directly connected as one comprehensive entry.
- In case more than one entry from one LGU reaches the finals, only one can enter the Top 10.
- Galing Pook will also endeavor to allocate two spots each in the Top 10 for provinces, cities, municipalities, and barangays, with the remaining spots for wildcard entries (open to all LGU types). However, although spots are allocated, entries must still meet the selection criteria. Thus, when no LGU meets the criteria to be able to land a spot in their LGU type, the spots allocated for them will be added to the wildcard spots and open to all other LGUs that are more qualified.
- Please visit our website, www.galingpook.org to learn more about our previous winners and if your entry is similar, please highlight what makes your program different or better.
- Provide all the required information.
- Your responses may be in English or Filipino.
- For parts that require narratives, please be concise and straightforward in your answers. A character limit will be imposed on each part of the form.
- Deadline of submission of the application form is on **June 28, 2024 at 11:59PM**.

Timeline

| Activity | Month/Date |
|--|---------------------|
| Information Sessions | April 18 and May 15 |
| Deadline for Submission of Application | June 28 |
| Shortlisting, Validation, Selection of Finalists | July to September |
| Panel Presentation and Interview / Awarding Ceremony | October |

Contents of the Application Form/Program Entry

To be submitted officially through the application form link at <https://bit.ly/2024GalingPookAwards>

Part 1: General Information on the Program

1. Program Title (for long titles, kindly provide an alternative, shorter title)
2. Local Government Unit Implementing the Program
3. Program Category (select the closest one):
 - a. Agriculture
 - b. Disaster Risk Reduction and Management / Climate Change Adaptation
 - c. Education
 - d. Energy Development
 - e. Environment
 - f. Health
 - g. Housing
 - h. Infrastructure Development
 - i. Local Administration and Management
 - j. Local Economic Development
 - k. Security, Peace and Development
 - l. Social Welfare
 - m. Youth Development
 - n. Others: _____
4. LGU Type (Province, City, Municipality, Barangay, Inter-LGU)
5. Region
6. Island Group
7. Income Classification of the LGU (for barangay, indicate whether urban or rural; for inter-LGU: indicate that of the LGU that hosts the secretariat or PMO)
8. Population of the LGU (indicate latest data available, year, and source)

9. Number of Direct Beneficiaries of the Program (e.g. 100 fisherfolk, 500 farmers)
10. Number of Indirect Beneficiaries of the Program (optional)
11. Date of the Start of the Program
12. Financial Profile of the Program:

| Source of Funds | Expense Items | Actual Expenses | | | Budget |
|-----------------|---------------|-----------------|------|------|--------|
| | | 2021 | 2022 | 2023 | 2024 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Total | | | | | |

- Add more rows as necessary but limit the financial profile to one page only.
- For programs below three years, remove the columns for the years without financial information.
- For programs that are more than three years, you may opt to add significant earlier information.

Part 2: Program Brief (3,500 character limit on Google Form)

Please briefly illustrate your program. This serves as the Executive Summary of your application where you are supposed to highlight the merits of your program in line with the Galing Pook Awards criteria.

Include the following in your discussion:

- a. beneficiaries' or community's needs/problems/challenges/issues that the program addressed
- b. the objectives of the program
- c. the corresponding strategies to meet such objectives

Part 3: Positive Results and Impact (3,500 character limit on Google Form for the narrative, with option to add one page containing graphs, tables, and charts)

Please present 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 P80,000 to P90,000). Please present significant program outcomes aside from outputs.

You may refer to the following questions in answering this:

- a. What are the outcomes of your program in terms of changes in individuals, systems, or policies?
Please show numerical measures of outcome/s by presenting before and after data. Likewise, please also highlight qualitative results such as changes in behavior or attitudes.
- b. What is the significant impact on your program's direct beneficiaries?
- c. How has the quality of life and wellbeing improved because of the program?
- d. Is there any affirmative action on the marginalized? If yes, provide the details.

Part 4: Promotion of People's Participation and Empowerment (3,500 character limit on Google Form)

Please highlight your program's participatory processes and/or mechanisms that engage the different stakeholders, especially the beneficiaries, in the program's planning, implementation, and monitoring/evaluation. Describe how the Local People's Council and/or the CSO Desk Officer encouraged CSO engagement in the Program, and how the Local Project Monitoring Committee (including both CSOs and LGU officials) oversaw the program implementation.

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

You may refer to the following questions in answering this:

- a. *Establishing Participatory Policy, Structures, and Processes:* How was the participatory structure formed, who are the key stakeholders involved and what are their roles/responsibilities, what

- ordinances/EOs were issued to support participation, and what processes were followed to promote participation?
- b. *Community Needs and Priorities*: Describe how the program gathered and incorporated inputs and insights from a community needs assessment and prioritization?
 - c. *Co-Designing Programs and Projects*: Describe the ways by which the beneficiaries and CSOs were involved in shaping the program's objectives, strategies, and action plans.
 - d. *Community Engagement and Empowerment in Implementation*: Provide examples of how beneficiaries and CSOs actively participated in program implementation. What counterparts, if any, have they provided? Describe the opportunities provided for skills-building and capacity development to empower community members to take on various roles within the program.
 - e. *Transparent Monitoring and Reporting Mechanisms*: Describe the participatory structures and mechanisms that are in place for monitoring project progress, addressing challenges, and providing redress. How are project progress and activities communicated and reported to the community and stakeholders?
 - f. *Joint Evaluation and Learning Processes*: How were beneficiaries and CSOs involved in participatory evaluations to assess the program's effectiveness, relevance and impact, and what were the key learnings and areas for improvement identified through this process, if any?

Part 5: Innovation and Adaptation (3,500 character limit on Google Form)

Please discuss the innovation being introduced by the program. Innovation is typically understood as the successful introduction of something new, useful, and appropriate to the community's situation or condition; 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. Likewise, if a program is an implementation of an existing law and/or national program, describe what sets it apart from other LGUs' regular delivery of mandates and functions.

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.

You may also consider the following in answering this section:

- a. Did you adopt an innovation and contextualize/adapt it to local conditions?
- b. Did you improve processes and delivery of an existing idea?
- c. What is the new idea/product/service introduced by the program? Did the program introduce a new way of doing things? What is the value-added of the program?
- d. Did the innovation transform the culture and governance in the program and the LGU?
- e. Are there technological and digital innovations introduced by the program? Is the program ICT-enabled?

Part 6: Resilience (3,500 character limit on Google Form)

Please describe the program's safeguards from risks and external shocks brought about by natural and human-induced hazards (e.g., typhoons, earthquakes, pandemics, cyber attacks, armed conflict).

You may consider the following guide questions:

- a. Does the program have a demonstrated ability to resist, absorb, accommodate and recover from the effects of a threat and challenge?
- b. Are there resources allocated to ensure the program can recover from shocks and threats?

- c. Are there clear plans to address threats and hazards?
- d. Are there design features to strengthen the program and mitigate and manage risks?
- e. Is the program climate-proof?
- f. What mechanisms are in place and what have been done to ensure that the program headquarters, infrastructure, and other physical assets are resilient to calamities?
- g. Are there systems in place to ensure continuous or immediate resumption of operation of the program or delivery of essential services in times of disasters, or restrictions in movement caused by pandemics?
- h. For IT-enabled systems, what mechanisms are in place to prevent or recover from cyber attacks?
- i. Are there contingency plans in place in case of widescale energy disruption that could severely affect the program operations?

Part 7: Sustainability (3,500 character limit on Google Form)

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.

You may consider the following questions:

- a. Are there Executive Orders and/or ordinances enacted in relation to the program?
- b. Does the program have adequate documentation?
- c. Is there a manual of operation?
- d. Is the program included in the Annual Investment Plan or Local Development Plan?
- e. Is the program self-liquidating?
- f. Is there training for senior and middle managers or a sustainability/succession plan in place?
- g. Has the program continued or will it most likely be continued despite changes in administration or discontinuation of external assistance?

Part 8: Efficiency of Program Service Delivery and Transferability (3,500 character limit on Google Form)

Please describe how the program maximizes the use of resources (time, money, human resource, etc). Discuss how the program is able to do more for less, maximize outputs such as the volume of services provided, and minimize inputs such as the amount of resources or capital required to produce those services, and maintain or improve quality.

You may consider the following:

- a. Is the organizational structure of program management well-defined?
- b. Is there a system for monitoring and evaluation?
- c. Is return on investment well-established? How much is the cost per beneficiary?
- d. Is there an accountability system in place?

Also, please suggest approaches on how the program can be replicated in or transferred to 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.

You may consider the following:

- a. Is the program documentation easily accessible to other LGUs?
- b. Are there qualified personnel that have trained or can conduct training to counterparts from other LGUs?
- c. Are there training and replication activities done? What are these?
- d. Have other LGUs benchmarked your program for possible replication?
- e. Have you assisted other LGUs in replicating the program?
- f. How many LGUs have replicated your program? Which LGUs are these?

Attachments

- a. Program Organizational Structure
- b. Accomplished Form on Additional Data Requirements
- c. Five (5) Photos Exhibiting the Program's Activities and Impacts – submit high resolution photos in JPG format; if possible, show before and after scenarios
- d. Short video (maximum of 3 minutes) showcasing your program

ADDITIONAL DATA REQUIREMENTS

LGU: _____

| Data Requirements | Please provide data for two years for comparison if possible | | |
|---|--|----------------------|-----------------------|
| | Indicate Year | Indicate Year | Source of Data |
| Nos. 1 to 11 are available from the CBMS-Community Based Monitoring Survey which has been practiced up to the barangay level since FVR's time--also required by DILG. You may also use other official sources. | | | |
| 1. Household with income below poverty threshold | | | |
| 2. Percent of household with access to water in their own homes (level 3) | | | |
| 3. Percent of household with water closet | | | |
| 4. Number of full-time doctors in the LGU | | | |
| 5. Number of full-time nurses in the LGU | | | |
| 6. Population | | | |
| 7. Participation rate in elementary schools (percent of children relative to their cohorts or children with similar age who are attending elementary school)-available from district supervisor | | | |
| 8. Completion rate (percent of children who were enrolled in grade one who made it to grade six)-available from district supervisor | | | |
| 9. Ratio of independent readers to total number of elementary students (available from supervisors using the results of PhilIRI) | | | |
| 10. Ratio of students who are enrolled in grade 7 as ratio of grade 6 enrolment (available from district supervisor) | | | |
| 11. Percent of persons who were victims of crime or crime index, whichever is available | | | |
| Nos. 12 to 26 are all submitted to Bureau of Local Government Finance and COA and also required to be posted on the NET by DILG | Data for two years are required | | |
| | Indicate Year | Indicate Year | Source of Data |
| 12. Total Revenues of LGU | | | |
| 13. Percent of revenues from the Internal Revenue Allotment and grants in relation to total revenues | | | |
| 14. Total revenues from Local Sources | | | |
| 15. Percent of revenues from the real property tax in relation to total revenues | | | |
| 16. Collection from the local business tax | | | |
| 17. Percent of revenues from the local business tax in relation to total revenues | | | |
| 18. Collection from fees and charges (including operations of economic enterprises) | | | |

| | | | |
|---|--|--|--|
| 19. Percent of revenues from fees and charges in relation to total revenues | | | |
| 20. Total Budget | | | |
| 21. Percent of the Budget in Relation to Total Revenues | | | |
| 22. Percent of Expenditures on Personal Services in relation to total budget | | | |
| 23. Percent of Expenditures on MOOE in relation to the total budget | | | |
| 24. Percent of Capital Expenditures in relation to the total budget | | | |
| 25. Percent of Expenditures on Economic Services in relation to the total budget | | | |
| 26. Percent of Expenditures on Social Services in relation to the total budget | | | |
| Other Information | | | |
| 27. Percent of children who are stunted | | | |
| 28. Infant mortality rate | | | |
| 29. Maternal mortality rate | | | |
| 30. With Ordinance to institutionalize People’s Council | | | |
| 31. With CSO Desk Office | | | |
| 32. With a feedback mechanism for gathering citizens’ suggestions, concerns and comments on the delivery of programs and services | | | |

Certified

Correct:

Signature over Printed Name

Position

Contact Information

Provide the following information for both the Program Manager and the Local Chief Executive, and the encoder/respondent of your Google Form submission.


- Name
- Specific Position Title and Designation
- Complete Office Address (with postal code)
- Email Address (required)
- Contact Numbers (mobile number, landline, including your area code)

Certification of Accuracy

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.”

The Program Manager and the Local Chief Executive should sign below the statement.

| | |
|---|--|
| <p>Submit Application at: https://bit.ly/2024GalingPookAwards</p> <p>DEADLINE OF APPLICATION: JUNE 28, 2024, 11:59PM</p> |  |
|---|--|