



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA



## LOCAL BUDGET CIRCULAR

No. 120  
August 15, 2019

To : Local Chief Executives of Cities, Members of the Sangguniang Panlungsod, City Budget Officers, City Treasurers, City Planning and Development Coordinators, City Accountants, and All Others Concerned

Subject : **GUIDELINES ON THE RELEASE AND UTILIZATION OF THE LOCAL GOVERNMENT SUPPORT FUND-ASSISTANCE TO CITIES UNDER THE FY 2019 GENERAL APPROPRIATIONS ACT, REPUBLIC ACT NO. 11260**

### 1.0 LEGAL BASES

Under Special Provision (SP) No. 2 of the Local Government Support Fund (LGSF) in the FY 2019 General Appropriations Act (GAA), Republic Act (RA) No. 11260, an amount of P2,489,800,000 is appropriated for the LGSF-Assistance to Cities (AC), which shall be used to fund the construction, rehabilitation, repair or improvement of public open spaces.

The said SP provides that the implementation of the LGSF-AC shall be subject to the guidelines to be issued for the purpose.

### 2.0 PURPOSE

This Circular is being issued to prescribe the guidelines and procedures on the release and utilization of the LGSF-AC under the FY 2019 GAA, RA No. 11260.

### 3.0 GENERAL GUIDELINES

- 3.1 The amount appropriated for the LGSF-AC under the FY 2019 GAA, RA No. 11260, shall be used to enhance the existing or develop new public open spaces in lands owned by the cities that are free and accessible to the general public, and serve the purpose of making cities sustainable, livable, and resilient by designing open space projects for the environment and for the people.
- 3.2 The allocations for each of the beneficiary cities, as indicated in Annex A hereof, were computed based on equal sharing and population.

3.3 Taking into consideration their respective allocations, the cities shall submit their requests for the release of the LGSF-AC to the Department of Budget and Management (DBM) Central Office, supported by the following:

3.3.1 Letter request signed by the local chief executive (LCE), addressed to the Secretary of the DBM;

3.3.2 Project Brief signed by the LCE (*template provided in Annex B hereof*); and

3.3.3 Certification under oath from the LCE attesting that:

- i. The proposed project(s) conform(s) to the design concepts and environmental principles as prescribed under this Circular;
- ii. There is a Sanggunian Resolution endorsing the proposed project(s), and that the same is/are part of the duly approved Local Development Investment Program and Annual Investment Program of the City;
- iii. The City has prepared the necessary Program of Works, Detailed Estimates, and Detailed Engineering Design for the proposed project(s), in accordance with the design, plan, specifications, and such other standards and policies of the National Government;
- iv. The City has the capability to implement the proposed project(s) either by administration or contract;
- v. The proposed project(s) is/are readily implementable within the prescribed timelines and that there are no issues related to the site/land title, including informal settlers thereon, and right-of-way acquisition;
- vi. The City has complied with the standards prescribed by the appropriate government agencies and has secured all the necessary clearances or certifications from same agencies, e.g., Environmental Clearance, Zoning Clearance, etc.;
- vii. The location, area or site of the project(s) is: (1) not a privately-owned land/lot; (2) not included in the critical geo-hazard areas or no build zones identified and/or certified by the Mines and Geo-sciences Bureau hazard map; and (3) within the territorial jurisdiction of the City;
- viii. The City commits to fund the cost of maintenance and repairs of the project(s); and
- ix. The project(s) is not fully funded from other sources.

(*A template for the Certification is provided in Annex C hereof.*)





- 3.4 All the required information, format, and names and position of the signatories in the documentary requirements under this Circular and its annexes shall be completely provided by the cities. Failure to completely provide the said requirements shall be a ground to deny the request of the cities.
- 3.5 Other documents submitted by the cities that are not among the prescribed documentary requirements under this Circular shall not form part of the evaluation of the DBM.
- 3.6 All projects to be funded under the LGSF-AC shall strictly conform with the following design concepts and environmental principles:

#### 3.6.1 Designing for the Environment

- 3.6.1.1 Design schemes that respect the existing site attributes and harness those attributes in the site development plan. The following types of attributes should be considered:

- 3.6.1.1.1 Ecosystem type (Lowland, Upland, Wetland, Coastal, Riverine, Lacustrine/Lakeshore, or Palustrine/Swampland/Marshland);

- 3.6.1.1.2 Topography (slope, elevation);

- 3.6.1.1.3 Biological features (flora, fauna, vegetation cover, feeding, nesting, resting areas, and breeding sites and the conservation status of the flora and fauna species);<sup>1</sup>

- 3.6.1.1.4 Physical features (land use, land classification, conservation areas and other special interest areas);

- 3.6.1.1.5 Freshwater sources; and

- 3.6.1.1.6 Culture and heritage.

- 3.6.1.2 Preserve, improve or add green and/or blue infrastructures that go beyond the business-as-usual level and help maintain critical ecosystem functions or address climate or disaster risks by achieving the following:

- 3.6.1.2.1 Managing surface water and reducing flooding through detaining, retaining and effective and appropriate discharging of storm water, with a preference for using nature-based barriers or buffers found in natural ecosystems;

- 3.6.1.2.2 Improving urban air and storm water quality through the phytoremediation processes of plants that absorb pollutants from air, water or soil into their leaves and roots;

---

<sup>1</sup> As described in the Biodiversity Management Bureau Technical Bulletin 2018-02

- 3.6.1.2.3 Regulating the urban micro-climate (urban heat island effect) through increased tree cover and planting areas, and natural or artificial water features, especially those that serve as effective carbon sinks;
- 3.6.1.2.4 Promoting biodiversity and ecosystem-based adaptation and mitigation through strategic planting plans with a preference for endemic and endangered species;
- 3.6.1.2.5 Reducing carbon emissions from vehicles through natural carbon sequestration by trees; and
- 3.6.1.2.6 Creating or enhancing the network of open spaces in the city.
- 3.6.1.3 Select project components that minimize generation of waste and promote ease-of-maintenance for long-term sustainability by achieving the following:
  - 3.6.1.3.1 Energy efficient site lighting and/or other site operation or maintenance activities where appropriate;
  - 3.6.1.3.2 Harvesting and re-use of storm water for landscape irrigation; and
  - 3.6.1.3.3 Selecting materials guaranteed to be long-lasting, resource-efficient, and all weather, and are procured with relevant warranties.

### 3.6.2 Designing for People

The proposed project must achieve the following:

- 3.6.2.1 Ensure inclusive mobility within the site and its surroundings by:
  - 3.6.2.1.1 Linking the public open space to its nearby surroundings;
  - 3.6.2.1.2 Providing universally accessible pathways;
  - 3.6.2.1.3 Allocating an arrival space within the public open space for beneficiaries using public transport modes;
  - 3.6.2.1.4 Separating types of pathways based on use, such as walkways, bikeways and driveways; and
  - 3.6.2.1.5 Selecting a site which is accessible to the commuting public.



3.6.2.2 Ensure usability of public open space by:

- 3.6.2.2.1 Providing visibility and enforcement measures for safety and security of beneficiaries;
- 3.6.2.2.2 Creating unique places that value local culture, history, heritage, and the natural environment;
- 3.6.2.2.3 Designing spaces that are flexible for a variety of uses;
- 3.6.2.2.4 Designing spaces that are gender-sensitive and age-appropriate;
- 3.6.2.2.5 Designing spaces that are appropriate for different types of weather, climate and disaster risks; and
- 3.6.2.2.6 Designing spaces that can be enjoyed by people all times of the day.

3.7 In order that the above-mentioned key objectives of the projects are achieved, the LGSF-AC shall be used for the following:

3.7.1 Types of development of public open space projects that are: (i) new or proposed; (ii) addition to or continuation of existing development of public open space project(s); or (iii) improvement of existing development of public open space project(s), either as a repair or rehabilitation; and

3.7.2 Types of public open space projects, such as: (i) parks; (ii) plazas; (iii) esplanades; (iv) streetscapes; or (v) a network of public open spaces combining types of public open space.

3.8 Consistent with DBM-Department of Finance Joint Circular No. 2016-1 dated January 4, 2016,<sup>2</sup> the LGSF-AC shall be released directly by the Bureau of the Treasury (BTr) to the beneficiary cities, through authorized government servicing banks, consistent with the purposes indicated in the corresponding Special Allotment Release Order and Advice of Notice of Cash Allocation Issued to be released by the DBM to the BTr.

3.9 The LGSF-AC shall be recorded as trust by the cities for the specified purpose(s) for which the fund was received. Funds which remain unutilized as of December 31, 2020 shall be reverted to the National Treasury by the recipient cities. However, if at any point before December 31, 2020, the city determines that the funds can no longer be utilized, e.g., when the program(s) and/or project(s) cannot be implemented for any reason or when the same has/have been funded from other sources, the amount received by the same city from the LGSF-AC shall be immediately reverted to the National Treasury.

<sup>2</sup> Guidelines for the Direct Release of Funds by the Bureau of the Treasury (BTr) to Local Government Units (LGUs) in FY 2016 and Thereafter

#### 4.0 **PROHIBITIONS ON THE USE OF THE LGSF-AC**

The LGSF-AC fund shall not be used for the following:

- 4.1 Any purpose other than the program(s) and/or project(s), including the location thereof, for which the fund was released;
- 4.2 Projects already fully covered by other sources of funds;
- 4.3 Payment of Personnel Services expenditures (i.e., payment of salaries, including honoraria, allowances, bonuses, and similar forms of compensation);
- 4.4 Consultation fees or other related incidental expenses for the development of the design of the proposed project(s); and
- 4.5 Acquisition, reclamation or lease of land.

#### 5.0 **PROJECT IMPLEMENTATION**

Disbursement and utilization of the LGSF-AC funds by the cities shall be subject to pertinent provisions of the Government Procurement Reform Act (RA No. 9184) and its 2016 Revised Implementing Rules and Regulations (IRR), and any relevant policies issued by the Government Procurement Policy Board (GPPB), as well as the applicable budgeting, accounting, and auditing rules and regulations.

#### 6.0 **POSTING AND REPORTING REQUIREMENTS**

The beneficiary cities shall:

- 6.1 Comply with the posting requirements prescribed under RA No. 9184 and its 2016 Revised IRR, and all relevant policies issued by the GPPB.
- 6.2 Prepare quarterly reports on fund utilization and status of program/project implementation using the prescribed format (Annex D) until such time that the Unified Reporting System for LGUs has been developed and can be used by the cities.
- 6.3 Consistent with the Full Disclosure Policy of the Department of the Interior and Local Government, post such reports on the city's website within twenty (20) days from the end of each quarter, and in at least three (3) conspicuous public places in the locality.
- 6.4 The LCE of the implementing city shall send a written notice to the DBM, Speaker of the House of Representatives, President of the Senate of the Philippines, and the Chairpersons of the House Committee on Appropriations and Senate Committee on Finance upon posting of the reports on the city's website. Such written notice of the city shall be considered the date of submission of the reports to the said offices.



## 7.0 **RESPONSIBILITY AND ACCOUNTABILITY**

The responsibility and accountability in ensuring that the projects funded under the LGSF-AC comply with the design concepts and environmental principles under this Circular, and proper utilization and disbursement of the LGSF-AC shall rest upon the LCE and other officials concerned of the cities. It is also the responsibility of the city officials to ensure that the funds released to the city are utilized strictly in accordance with applicable budgeting, accounting, and auditing rules and regulations, and pertinent provisions of RA No. 9184.

Moreover, the city shall ensure that no duplication of funding will occur. As such, the city, through its LCE, shall immediately inform the DBM if it has received funding from other sources for the same project(s).

## 8.0 **ITEMS FOR RESOLUTION**

Interpretation of the provisions of this Circular, including relevant items not covered herein, shall be referred to the DBM for resolution.

## 9.0 **SEPARABILITY**

If any provision of this Circular is declared invalid or unconstitutional, the other provisions not affected thereby shall remain valid and subsisting.

## 10.0 **REPEAL**

All provisions of existing guidelines that are not consistent with this Circular are hereby revised, modified and/or repealed accordingly.

## 11.0 **EFFECTIVITY**

This Circular shall take effect fifteen (15) days after its publication.

  
**WENDEL E. AVISADO**  
Acting Secretary



**Allocation of Cities under the LGSF-AC  
in the FY 2019 GAA, RA No. 11260**

City	Amount (in Pesos)
<b>NATIONAL CAPITAL REGION (NCR)</b>	
Caloocan	36,784,520
Las Piñas	21,791,436
Makati	21,696,633
Malabon	18,425,901
Mandaluyong	18,738,559
Manila	39,740,243
Marikina	19,709,863
Muntinlupa	20,519,994
Navotas	16,677,176
Parañaque	22,950,522
Pasay	19,194,280
Pasig	24,298,701
Quezon	57,157,391
San Juan	14,759,384
Taguig	25,046,257
Valenzuela	22,266,473
<b>Total, NCR</b>	<b>399,757,333</b>
<b>CORDILLERA ADMINISTRATIVE REGION (CAR)</b>	
PROVINCE: Benguet	
Baguio	18,122,162
PROVINCE: Kalinga	
Tabuk	14,585,539
<b>Total, CAR</b>	<b>32,707,701</b>
<b>REGION I</b>	
PROVINCE: Ilocos Norte	
Batac	13,750,201
Laoag	14,592,816
PROVINCE: Ilocos Sur	
Candon	13,831,895
Vigan	13,730,282
PROVINCE: La Union	
San Fernando	14,753,839
PROVINCE: Pangasinan	
Alaminos	14,270,123
Dagupan	15,499,046
San Carlos	15,759,707
Urdaneta	14,921,506
<b>Total, REGION I</b>	<b>131,109,415</b>
<b>REGION II</b>	
PROVINCE: Cagayan	
Tuguegarao	15,231,317



**Allocation of Cities under the LGSF-AC  
in the FY 2019 GAA, RA No. 11260**

City	Amount (in Pesos)
PROVINCE: Isabela	
Ilagan	15,111,775
Cauayan	14,870,022
Santiago	14,949,984
<b>Total, REGION II</b>	<b>60,163,098</b>
<b>REGION III</b>	
PROVINCE: Bataan	
Balanga	14,365,845
PROVINCE: Bulacan	
Malolos	16,716,517
Meycauayan	16,068,765
San Jose del Monte	21,568,367
PROVINCE: Nueva Ecija	
Cabanatuan	17,472,240
Gapan	14,580,431
Munoz	14,146,196
Palayan	13,536,850
San Jose	15,023,933
PROVINCE: Pampanga	
Angeles	19,120,632
San Fernando	17,538,957
Mabalacat	16,697,306
PROVINCE: Tarlac	
Tarlac	18,078,874
PROVINCE: Zambales	
Olongapo	16,429,729
<b>Total, REGION III</b>	<b>231,344,642</b>
<b>REGION IV-A</b>	
PROVINCE: Batangas	
Batangas	17,888,742
Lipa	17,926,590
Tanauan	15,530,611
PROVINCE: Cavite	
Bacoor	21,967,947
Cavite	14,467,473
Dasmariñas	22,848,020
General Trias	17,654,131
Imus	19,002,370
Tagaytay	13,990,974
Trece Martires	15,264,631
PROVINCE: Laguna	
Biñan	17,936,263
Cabuyao	17,570,388
Calamba	19,766,290

3

F

**Allocation of Cities under the LGSF-AC  
in the FY 2019 GAA, RA No. 11260**

<b>City</b>	<b>Amount (in Pesos)</b>
San Pablo	16,927,366
San Pedro	17,827,493
Santa Rosa	18,248,741
PROVINCE: Quezon	
Lucena	16,930,078
Tayabas	14,421,864
PROVINCE: Rizal	
Antipolo	24,616,407
<b>Total, REGION IV-A</b>	<b>340,786,379</b>
<b>REGION IV-B (MIMAROPA)</b>	
PROVINCE: Oriental Mindoro	
Calapan	14,935,865
PROVINCE: Palawan	
Puerto Princesa	16,762,351
<b>Total, REGION IV-B (MIMAROPA)</b>	<b>31,698,216</b>
<b>REGION V</b>	
PROVINCE: Albay	
Legazpi	15,881,269
Ligao	14,596,945
Tabaco	14,935,489
PROVINCE: Camarines Sur	
Iriga	14,602,339
Naga	15,871,686
PROVINCE: Masbate	
Masbate	14,355,720
PROVINCE: Sorsogon	
Sorsogon	15,451,418
<b>Total, REGION V</b>	<b>105,694,866</b>
<b>REGION VI</b>	
PROVINCE: Capiz	
Roxas	15,434,739
PROVINCE: Iloilo	
Iloilo	19,668,443
Passi	14,132,048
PROVINCE: Negros Occidental	
Bacolod	21,384,336
Bago	15,494,676
Cadiz	15,249,714
Escalante	14,335,846
Himamaylan	14,528,857
Kabankalan	15,660,355
La Carlota	13,889,844



**Allocation of Cities under the LGSF-AC  
in the FY 2019 GAA, RA No. 11260**

<b>City</b>	<b>Amount (in Pesos)</b>
Sagay	14,915,419
San Carlos	14,830,953
Silay	13,974,234
Sipalay	15,122,261
Talisay	14,458,553
Victorias	14,243,380
<b>Total, REGION VI</b>	<b>247,323,658</b>
<b>REGION VII</b>	
PROVINCE: Bohol	
Tagbilaran	14,501,298
PROVINCE: Cebu	
Bogo	14,095,525
Carcar	14,721,475
Cebu	26,819,601
Danao	14,974,709
Lapu-Lapu	19,067,565
Mandaue	18,382,643
Naga	14,662,502
Talisay	16,348,441
Toledo	15,484,943
PROVINCE: Negros Oriental	
Bais	14,067,967
Bayawan	14,694,897
Canlaon	13,739,774
Dumaguete	14,897,957
Guihulngan	14,364,459
Tanjay	14,131,867
<b>Total, REGION VII</b>	<b>254,955,623</b>
<b>REGION VIII</b>	
PROVINCE: Eastern Samar	
Borongan	13,962,588
PROVINCE: Leyte	
Baybay	14,567,308
Ormoc	16,158,384
Tacloban	16,566,071
PROVINCE: Western Samar	
Calbayog	15,688,590
Catbalogan	14,483,640
PROVINCE: Southern Leyte	
Maasin	14,207,626
<b>Total, REGION VIII</b>	<b>105,634,207</b>

3

f

**Allocation of Cities under the LGSF-AC  
in the FY 2019 GAA, RA No. 11260**

City	Amount (in Pesos)
<b>REGION IX</b>	
PROVINCE: Zamboanga del Norte	
Dapitan	14,160,284
Dipolog	14,888,645
PROVINCE: Zamboanga del Sur	
Pagadian	15,917,747
Zamboanga	25,903,338
<b>Total, REGION IX</b>	<b>70,870,014</b>
<b>REGION X</b>	
PROVINCE: Bukidnon	
Malaybalay	15,549,581
Valencia	15,826,334
PROVINCE: Lanao del Norte	
Iligan	18,080,757
PROVINCE: Misamis Occidental	
Oroquieta	13,984,586
Ozamis	15,055,423
Tangub	13,867,875
PROVINCE: Misamis Oriental	
Cagayan de Oro	23,103,122
El Salvador	13,674,910
Gingoog	14,796,571
<b>Total, REGION X</b>	<b>143,939,159</b>
<b>REGION XI</b>	
PROVINCE: Davao del Norte	
Island Garden City of Samal	14,487,316
Panabo	15,699,861
Tagum	16,827,562
PROVINCE: Davao del Sur	
Davao	37,523,006
Digos	15,470,749
PROVINCE: Davao Oriental	
Mati	15,045,072
<b>Total, REGION XI</b>	<b>115,053,566</b>
<b>REGION XII</b>	
PROVINCE: North Cotabato	
Cotabato	17,430,158
Kidapawan	15,030,819
PROVINCE: South Cotabato	
General Santos	21,875,088
Koronadal	15,554,357



**Allocation of Cities under the LGSF-AC  
in the FY 2019 GAA, RA No. 11260**

<b>City</b>	<b>Amount (in Pesos)</b>
PROVINCE: Sultan Kudarat	
Tacurong	14,399,822
<b>Total, REGION XII</b>	<b>84,290,244</b>
<b>REGION XIII</b>	
PROVINCE: Agusan del Norte	
Butuan	17,997,059
Cabadbaran	14,028,009
PROVINCE: Agusan del Sur	
Bayugan	14,473,439
PROVINCE: Surigao del Norte	
Surigao	15,240,885
PROVINCE: Surigao del Sur	
Bislig	14,342,852
Tandag	13,767,725
<b>Total, REGION XIII</b>	<b>89,849,969</b>
<b>BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO (BARMM)</b>	
PROVINCE: Basilan	
Isabela	14,617,873
Lamitan	14,045,231
PROVINCE: Lanao del Sur	
Marawi	15,958,806
<b>Total, BARMM</b>	<b>44,621,910</b>
<b>GRAND TOTAL</b>	<b>2,489,800,000</b>




## FY 2019 LOCAL GOVERNMENT SUPPORT FUND – ASSISTANCE TO CITIES

## PROJECT BRIEF

<b>Project Name</b>			
<b>Location</b>		(Barangay, City, Province)	
<b>Funding Allocation</b>			
<b>Project Area</b>		(sqm)	
<b>Type of Public Open Space</b>	<input type="checkbox"/> Institutional	<input type="checkbox"/> Park	<input type="checkbox"/> Plaza
	<input type="checkbox"/> Street	<input type="checkbox"/> Waterfront	
<b>Type of Development</b>	<input type="checkbox"/> Addition	<input type="checkbox"/> New	<input type="checkbox"/> Repair / Rehabilitation
<b>Population of the City</b>		<b>Total Land Area of the City</b>	(ha)
<b>Population Within 10-Minute Walking Distance/ 800m Radius</b>		<b>Land Area Consisting of Existing Public Open Spaces of the City</b>	(ha)
<b>Project Description</b>			
Please justify that the proposed project(s) conform(s) to the design, concept and requirements under item 3.8 of the Circular.			
<b>Objectives</b>			
<b>Vicinity Site Map</b>			
<b>Photos of Existing Site Condition</b>			
<b>Pre-Construction As-Built Plan</b>			
<b>Site Development Plan</b>			
<b>Specific Components to be Funded Under the LGSF-AC</b>			
<b>LGU CONTACT DETAILS</b>			
<b>Local Chief Executive</b>			
<b>Project Contact Person</b>			
<b>Designation</b>			
<b>Contact Numbers (Telephone and Mobile)</b>			
<b>Email Address</b>			
<b>Address</b>			

Prepared by:

Approved by:

NAME AND SIGNATURE OF THE LCE



**REPUBLIC OF THE PHILIPPINES)**  
**CITY OF \_\_\_\_\_) S.S.**

X-----X

### OMNIBUS SWORN STATEMENT

I, the undersigned, attest to the veracity of the following:

- i. The following project(s) conform(s) to the design concepts and environmental principles as prescribed under Local Budget Circular No. 120, s. 2019;
  1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_

*(The number of projects may vary depending on the request of the LGU.)*
- ii. There is a Sanggunian Resolution endorsing the said project(s), and that the same is/are part of the duly approved Local Development Investment Program and Annual Investment Program of the City;
- iii. The City has prepared the necessary Program of Works, Detailed Estimates, and Detailed Engineering Design for the said project(s), in accordance with the design, plan, specifications, and such other standards and policies of the National Government;
- iv. The City has the capability to implement the said project(s) either by administration or contract;
- v. The said project(s) is/are readily implementable within the prescribed timelines and that there are no issues related to the site/land title, including informal settlers thereon, and right-of-way acquisition;
- vi. The City has complied with the standards prescribed by the appropriate government agencies and has secured all the necessary clearances or certifications from same agencies, e.g., Environmental Clearance, Zoning Clearance, etc.;
- vii. The location, area or site of the said project(s) is/are: (1) not privately-owned land/lot; (2) not included in the critical geo-hazard areas or no build zones identified and/or certified by the Mines and Geo-sciences Bureau hazard map; and (3) within the territorial jurisdiction of the City;
- viii. The City commits to fund the cost of maintenance and repairs of the said project(s); and
- ix. The said project(s) is not fully funded from other sources.



IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of [month] [year]  
at [place of execution].

[Insert NAME OF LOCAL CHIEF EXECUTIVE]  
[Insert Signatory's Legal Capacity]  
Affiant

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of [month] [year] at [place of execution], Philippines. Affiant is personally known to me and was identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of [month] [year].

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ [date issued], [place issued]

IBP No. \_\_\_\_\_ [date issued], [place issued]

Doc. No. \_\_\_\_\_

Page No. \_\_\_\_\_

Book No. \_\_\_\_\_

Series of \_\_\_\_\_



**LOCAL GOVERNMENT SUPPORT FUND**  
**Report on Fund Utilization and Status of Program/Project Implementation**  
**For the Quarter Ended \_\_\_\_\_**

Fund Source	Date of Notice of Authority to Debit Account Issued (NADAI)	Type of Program/Project	Name Title of Program/Project	Specific Location	Mechanism/ Mode of Implementation	Estimated Number of Beneficiaries	Amount			Estimated Period of Completion (month and year)	Program/ Project Status
							Received	Obligation	Disbursement		

Certified correct by: The Local Finance Committee (LFC)

Attested by:

\_\_\_\_\_  
City Budget Officer

\_\_\_\_\_  
Local Chief Executive

\_\_\_\_\_  
City Treasurer

\_\_\_\_\_  
City Planning and Development Coordinator

**Instructions:**

1. The report shall be prepared by the LFC, in coordination with the other local officials concerned (e.g. local accountant on the allotment, obligation and disbursements; local engineer on the status of infrastructure projects, as may be applicable).
2. The fund source shall be based on the NADAI issued to the cities.
3. The type of program/project shall be identified, consistent with the projects that may be implemented under the Circular.
4. Amount received refers to the amount received by the city as its allocation. It is the amount indicated in the NADAI. Obligation refers to the total amount obligated by the city as of reporting period. Disbursement refers to the total amount paid by the city as of reporting period.
5. The status of programs/projects refers to the percentage of physical completion or delivery of service as of reporting period.

3