



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

LOCAL BUDGET CIRCULAR

No. 139
August 12, 2021

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

Subject : **GUIDELINES ON THE RELEASE AND UTILIZATION OF ADDITIONAL FINANCIAL ASSISTANCE TO LOCAL GOVERNMENT UNITS PLACED UNDER ENHANCED COMMUNITY QUARANTINE**

1.0 LEGAL BASIS

Pursuant to Inter-Agency Task Force on the Management of Emerging Infectious Diseases (IATF-MEID) Resolutions No. 130-A dated 29 July 2021, No. 131 dated 5 August 2021 and No. 131-E dated 7 August 2021, the cities and municipalities under National Capital Region (NCR), Province of Laguna and Province of Bataan were placed under Enhanced Community Quarantine (ECQ) for the following period:

Region/Province	Period
NCR	6-20 August 2021
Province of Laguna	6-15 August 2021
Province of Bataan	8-22 August 2021

As approved by the Office of the President per Memorandum dated 11 August 2021, additional financial assistance shall be released to cities and municipalities in the Province of Laguna and Province of Bataan.

Likewise, additional financial assistance shall be released to cities and municipalities in NCR in addition of the released financial assistance under Local Budget Circular No. 138 dated 6 August 2021 to consider the Department of the Interior and Local Government (DILG) report on actual disbursement.

2.0 PURPOSE

This Circular is being issued to prescribe the guidelines and procedures on the release and utilization of the financial assistance to the cities and municipalities under NCR which was placed under ECQ pursuant to IATF-MEID Resolution No. 130-A dated 29 July 2021.

3.0 GUIDELINES

- 3.1 The additional financial assistance shall be released to the cities and municipalities in the NCR, Province of Laguna and Province of Bataan that are placed under ECQ pursuant to IATF-MEID Resolution Nos. 130-A, 131, and 131-E to boost their capacity in immediately responding to the COVID-19 emergency.
- 3.2 The financial assistance shall be computed based on the Philippine Statistics Authority's population projection in the said LGUs corresponding to those with low-income population or the actual disbursement of previous financial assistance from the National Government, whichever is higher. The allocations for each city and municipality are provided in Annex A hereof.
- 3.3 Consistent with DBM-Department of Finance Joint Circular No. 2016-1¹ dated January 4, 2016, the financial assistance shall be released directly by the BTr to the beneficiary LGUs, 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.
- 3.4 The financial assistance shall be **used exclusively** by the beneficiary cities and municipalities for the provision of assistance to affected individuals **equivalent to P1,000.00 per affected individual, with a maximum amount of P4,000.00 per family**, subject to the close supervision and monitoring of the Department of the Interior and Local Government and Department of Social Welfare and Development.
- 3.5 The LGUs shall determine the most efficient and effective way of release of assistance. Likewise, the financial assistance **shall not be used** for any other unauthorized programs, projects, activities, and expenses.
- 3.6 The financial assistance shall be recorded as trust receipts by the LGUs **and shall be used only** for the specified purpose for which the funds were received. Funds which remain unutilized as of **December 31, 2021**, shall be reverted to the National Treasury by the LGUs. However, if at any point before **December 31, 2021**, the LGU determines that the funds can no longer be utilized, the amount received by the same LGU

¹ Guidelines for the Direct Release of Funds by the Bureau of the Treasury (BTr) to Local Government Units (LGUs) in FY 2016 and Thereafter

from the financial assistance shall be immediately reverted to the National Treasury.

- 3.7 Disbursements and utilization of the financial assistance shall be subject to the 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 other applicable laws, and budgeting, accounting, and auditing rules and regulations.

4.0 POSTING AND REPORTING REQUIREMENTS

The beneficiary LGUs shall:

- 4.1 Comply with the posting requirements prescribed under RA No. 9184 and its 2016 Revised IRR, and all relevant policies issued by the GPPB;
- 4.2 Prepare a report on fund utilization and status of implementation of PPAs using the prescribed format (Annex B);
- 4.3 Post the accumulated reports on the LGU's website and in at least three (3) conspicuous public places in the locality at the end of every month; and
- 4.4 The local chief executive (LCE) of the implementing LGU shall send the said monthly report, together with the list of beneficiaries to the DBM, the Commission on Audit and other offices where the submission of reports is required under existing laws, rules, and regulations.

5.0 RESPONSIBILITY AND ACCOUNTABILITY

The responsibility and accountability in the implementation of programs, projects, and activities and proper utilization and disbursement of the financial assistance shall rest upon the LCE and other local officials concerned. It is also the responsibility of said local officials to ensure that the funds released to their respective cities/municipalities are utilized strictly in accordance with applicable budgeting, accounting, and auditing rules and regulations, and pertinent provisions of RA No. 9184 and its 2016 Revised IRR.

6.0 ITEMS FOR RESOLUTION

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

7.0 SEPARABILITY CLAUSE

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

8.0 REPEALING CLAUSE

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

9.0 EFFECTIVITY

This Circular shall take effect immediately upon complete publication in the Official Gazette or in a newspaper of general circulation.


WENDEL E. AVISADO
Secretary 

ANNEX A

**ALLOCATION FROM THE FINANCIAL ASSISTANCE
TO CITIES AND MUNICIPALITIES**

No.	Region	Province	City/Municipality	Allocation (in pesos)
1	NCR	Metro Manila	Las Piñas City	13,055,000.00
2	NCR	Metro Manila	Makati City	5,435,000.00
3	NCR	Metro Manila	Mandaluyong City	16,943,000.00
4	NCR	Metro Manila	Manila City	34,648,000.00
5	NCR	Metro Manila	Marikina City	18,316,000.00
6	NCR	Metro Manila	Muntinlupa City	582,000.00
7	NCR	Metro Manila	Navotas City	2,158,000.00
8	NCR	Metro Manila	Parañaque City	48,220,000.00
9	NCR	Metro Manila	Pasig City	30,857,000.00
10	NCR	Metro Manila	Quezon City	109,861,000.00
11	NCR	Metro Manila	Taguig City	81,864,000.00
TOTAL, NCR				361,939,000.00
12	III	Bataan	Abucay	34,388,000.00
13	III	Bataan	Bagac	26,680,000.00
14	III	Bataan	Balanga City	83,339,000.00
15	III	Bataan	Dinalupihan	102,343,000.00
16	III	Bataan	Hermosa	61,955,000.00
17	III	Bataan	Limay	62,618,000.00
18	III	Bataan	Mariveles	120,135,000.00
19	III	Bataan	Morong	28,316,000.00
20	III	Bataan	Orani	61,656,000.00
21	III	Bataan	Orion	48,617,000.00
22	III	Bataan	Pilar	36,992,000.00
23	III	Bataan	Samal	31,244,000.00
TOTAL, REGION III				698,283,000.00
24	IV-A	Laguna	Alaminos	41,497,000.00
25	IV-A	Laguna	Bay	54,571,000.00
26	IV-A	Laguna	Biñan City	305,951,000.00
27	IV-A	Laguna	Cabuyao City	297,809,000.00
28	IV-A	Laguna	Calamba City	412,031,000.00
29	IV-A	Laguna	Calauan	68,363,000.00
30	IV-A	Laguna	Cavinti	17,972,000.00
31	IV-A	Laguna	Famy	14,436,000.00
32	IV-A	Laguna	Kalayaan	20,359,000.00
33	IV-A	Laguna	Liliw	31,246,000.00

No.	Region	Province	City/Municipality	Allocation (in pesos)
34	IV-A	Laguna	Los Baños	97,040,000.00
35	IV-A	Laguna	Luisiana	16,037,000.00
36	IV-A	Laguna	Lumban	25,324,000.00
37	IV-A	Laguna	Mabitac	17,846,000.00
38	IV-A	Laguna	Magdalena	21,910,000.00
39	IV-A	Laguna	Majayjay	23,092,000.00
40	IV-A	Laguna	Nagcarlan	52,778,000.00
41	IV-A	Laguna	Paete	21,197,000.00
42	IV-A	Laguna	Pagsanjan	35,777,000.00
43	IV-A	Laguna	Pakil	16,962,000.00
44	IV-A	Laguna	Pangil	20,158,000.00
45	IV-A	Laguna	Pila	42,953,000.00
46	IV-A	Laguna	Rizal	15,105,000.00
47	IV-A	Laguna	San Pablo City	225,119,000.00
48	IV-A	Laguna	San Pedro City	284,167,000.00
49	IV-A	Laguna	Santa Cruz	98,780,000.00
50	IV-A	Laguna	Santa Maria	27,769,000.00
51	IV-A	Laguna	Santa Rosa City	341,229,000.00
52	IV-A	Laguna	Siniloan	32,404,000.00
53	IV-A	Laguna	Victoria	35,084,000.00
TOTAL, REGION IV-A				2,714,966,000.00
GRAND TOTAL				3,775,188,000.00

FINANCIAL ASSISTANCE FOR LOCAL GOVERNMENT UNITS IN ENHANCED COMMUNITY QUARANTINE
Report on Fund Utilization and Status of Program/Project/Activity Implementation
For the Month of _____

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

Prepared by: The Local Finance Committee (LFC)

Attested by:

Local Budget Officer

Local Chief Executive

Local Treasurer

Local 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 NDAI issued to the province.
3. The type of program/project shall be identified consistent with the allowable P/A/Ps and expenses under the Circular.
4. Amount received refers to the amount received by the province as its allocation. It is the amount indicated in the NDAI. Obligation refers to the total amount obligated by the province as of reporting period. Disbursement refers to the total amount paid by the province as of reporting period.
5. The status of programs/projects refers to the percentage of physical completion as of reporting period.