

Republic of the Philippines

Mountain Province State Polytechnic College

Bontoc, Mountain Province



*Seminar on  
Home Management:  
in Financial Context*



June 29, 2017

Ba-ang Rehabilitation Center, Bauko, Mountain Province

**RECEIVED**  
DATE: July 3, 2017  
BY: EMMIE - RPE

**ACCOUNTANCY  
DEPARTMENT**





*Republic of the Philippines*

# Mountain Province State Polytechnic College

Bontoc, Mountain Province



## Home Management: In Financial Context

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**ACCOUNTANCY  
DEPARTMENT**







Republic of the Philippines  
**Mountain Province State Polytechnic College**  
Bontoc, Mountain Province



## **Department of Accountancy**

# **Terminal Report**

### **ACTIVITY IDENTIFICATION**

Training Title:	Financial Home Management
Extension Component:	Continuing Education
Extension Program:	Seminar-Workshop
Cooperating Agency:	Provincial Social Work
Implementing Department:	Bachelor of Science in Accountancy
Faculty Extension Workers:	Rachel F. Fagyan
No. of Participants:	40
Venue:	Ba-ang Rehab Center, Bauko, Mountain Province
Date:	June 29, 2017
Source of Fund:	Provincial Government of Mountain Province
Total Budget Requirement:	

### **EXECUTIVE SUMMARY**

In every unit of the society financial management is very important. Through financial management we are able to analyze whether our financial goals can be achieved given our financial status. This principle is true even with the smallest unit of the society, the family.

This year, the Provincial Government of Mountain Province thru the Provincial Social Work Office in collaboration with the Local Government Unit of Bauko held a seminar on Building Healthy Families in support with the LGU-Bauko's Community-Based Rehabilitation Program. This is also part of the province's celebration of the Father's Day. Since the participants are geared towards becoming a better citizen and a better person in the future, their financial literacy is also important.

The topic on *Financial Home Management* enabled the participants to identify the Six Steps towards Financial Freedom. After the rehabilitation program, the participants are expected to work on improving their lives and it includes engaging into entrepreneurial activities or livelihood projects. With this, the Resource Speaker discussed on the following topics: Setting up your financial goals; determining your current financial situation; calculating a monthly budget; saving your money; investing your money; and finally focusing on making good financial decisions.

Through these topics, the participants were given a clearer view on how to handle personal finances and how to have a concrete financial goals and turning it into reality. At the end of the activity, the participants were inspired to start making up their financial goals.

There were also some lectures on other topics which were given during that day which includes: Challenges of Children's Tantrums which was discussed by Mr. Eric Fulangen; Prevention of Reproductive Health Illness and Diseases by Ms. Prima Donna Te-elan; Salient Features of RA 9165 by Atty. Simon Toyokan, Jr.; and Significance of Fathers in Building a Stronger Society by Mr. Rolando Bragado.

Prepared By:

  
**RACHEL F. FAGYAN, CPA, MBA**  
Faculty Extensionists

Noted By:

  
**ELMER D. PAKIPAC, MSCD**  
Extension Director



# *Financial Home Management*



All ears and eyes on the speaker!! Ma'am Rachel Fagyan (BSA Faculty ) during her lecture on Home Management: In a Financial Context.



Ma'am Rachel Fagyan during the awarding of certificates of Appreciation and token to the guest speaker awarded by Mr. Paul Pagteilan (CBRP Consultant) assisted by Ms. Mabel Carino (GAD Focal)





The staff of the MSWD headed by Ms. Mabel Carino together with the LGU Community Based Rehabilitation Program Coordinators as they pose and smile after the activity.



The other activity resource speakers: Dr. Eric Fulangen, Atty. Simon Toyokan, Jr.



Ms. Prima Te-elán and Mr. Rolando Bragado giving away ice breakers in between their lectures.





Republic of the Philippines  
**Mountain Province State Polytechnic College**  
**BONTOC CAMPUS**  
Bontoc, Mountain Province

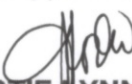
**AUTHORITY TO TRAVEL**  
(Higher Education Division - HED)

Name: RACHEL F. FAGYAN  
Position: OIC Chairperson  
Official Station: Accountancy Department  
Destination: Ba-ang Rehab Center, Ba-ang, Bauko, Mountain Province  
  
Purpose of Travel: To serve as a resource speaker on Home Management under the  
Provincial Gender Focal Point System celebration of Father's Day  
  
Estimated Expenses: \_\_\_\_\_  
Chargeable Against: College fund  
Expected Dates of Travel: June 29, 2017


Requested by:

  
**RACHEL F. FAGYAN**

Recommending Approval:

  
**CHRISTIE LYNNE C. CODOD**  
Executive Dean

Noted:

  
**GERALDINE L. MADJACO**  
VP for Academic Affairs

Funds Available:

**IMELDA D. GUIDANGEN**  
Accountant III

  
**REXTON F. CHAKAS**  
President  
06-28-17

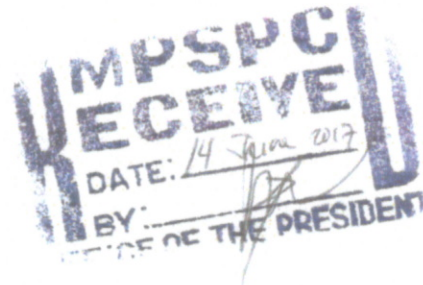




Republic of the Philippines  
CORDILLERA ADMINISTRATIVE REGION  
**PROVINCIAL GOVERNMENT OF MOUNTAIN PROVINCE**  
**OFFICE OF THE PROVINCIAL GOVERNOR**  
PROVINCIAL CAPITOL, BONTOC, MOUNTAIN PROVINCE

June 13, 2017

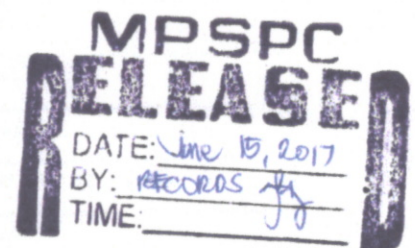
**DR. REXTON F. CHAKAS**  
President  
Mountain Province State Polytechnic  
Bontoc, Mountain Province



**ATTENTION:** Ms. Rachel F. Fagyan  
Department Chairman  
Accountancy Department

Dear Dr. Chakas:

Greetings!



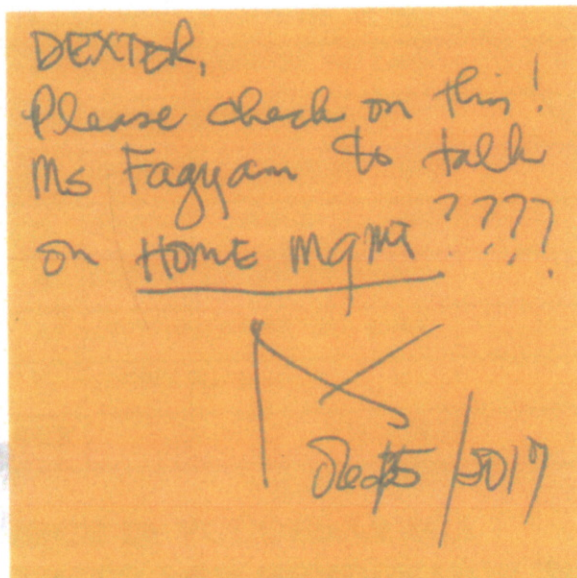
We are pleased to inform you that the *Provincial Gender Focal Point System (GFPS)* will be celebrating the **Father's Day** on June 29, 2017 with the theme "*Building Healthy Families*". This will be attended by the drug surrenders under the drug recovery program, at Ba-ang Rehab Center, Bauko Mountain Province.

Anent hereto, may we request **Ms. Rachel Fagyan** from the Accountancy Department to talk about **Home Management** with the participants. The activity will start at 9:00 o'clock am.

Thank you in anticipation of your continuing support to this program.

Very truly yours,

  
**ATTY. AMADOR P. BATAY-AN**  
Provincial Administrator



*OK!*  
*Dec 20/201*



Republic of the Philippines  
**PROVINCIAL SOCIAL WELFARE AND DEVELOPMENT OFFICE**  
Mountain Province

**ACTIVITY DESIGN**

Title of Activity: **Father's Day Forum**  
Theme: *Building Healthy Families*  
Date: June 29, 2017  
Venue: Ba-ang Drug Rehabilitation Center  
Bauko, Mountain Province

**I. Rationale:**

If there is the day to honor Mother's Day, there also be a corresponding day to honor Fathers. Father's Day is a beautiful event that acknowledges and appreciates the important role played by a father in raising a child and consequently building a stronger society. Traditionally, the father was the breadwinner while the mother was a housewife and raised the children, but that tradition family model is now less common.

Nowadays, often both parents work and share responsibilities associated with raising children and taking care of the house. This changing is helping in strengthening father-child relationship and consequently in emotional development of a child and building of stronger family bonds.

Over the years, the noble idea of celebrating Father's Day became quite popular during the month of June. To support this, the Provincial Government through the Gender and Development Program enjoin in the observance of this celebration to recognize the hardships of fathers in the family.

**II. Objectives:**

- To acknowledge the contribution of Fathers to individual families and to the societies at large
- To share with other fathers the best practices of fatherhood that may encourage them to build more a stronger family relationship
- To reach-out fathers who are under the drug recovery program thru the conduct of orientation on the updated Salient Features of RA9165.

**III. Description:**

This activity is intended to reach-out and spread awareness about Father's Day to "Scholars" who are under the Drug Recovery Program. It will be a one day activity to let the participants experience the spirit of their Special Day. A day that will make them feel special and recognize the significance of fathers in ones life.

Speakers will be invited to share with their expertise on the topics that may uplift themselves as fathers.

**IV. Budgetary Requirement:**

Meals and Snacks			
Snacks	60pax x 50 x 2	6,000	
Lunch	60pax x 120	7,200	
Dinner	60 pax x 120	7,200	
Tarpaulin	5x6	1,800	
Token for Speakers	5 x 1,000	5,000	
Supplies		5,000	
<b>Total Budget Needed</b>			<b>Php 32,200</b>

**V. Topics to be Presented**

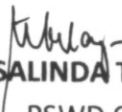
- Salient Features of RA9165
- Significance of Fathers in Building a Stronger Society
- Healthy Family Lifestyle
- Responsible Parenting and Healthy Family Relationship
- Responding to the Challenges of Children's Tantrums
- Workshop

Prepared by:



**MABEL C. CARIÑO**  
GAD Focal Person

Recommending Approval:



**ROSALINDA T. BELAGAN**  
PSWD Officer

Approved by:



**BONIFACIO C. LACWASAN JR.**  
GFPS Chair/Provincial Governor



# HOME MANAGEMENT: IN A FINANCIAL CONTEXT

RACHEL F. FAGYAN, CPA, MBA

## DEFINITION...

• THE PROCESS OF EFFECTIVELY RUNNING A HOUSEHOLD BY KEEPING TRACK OF PERSONAL EXPENSES, PERSONAL DEBT AND A PERSON'S NET WORTH FINANCIALLY.

## DOING A FINANCIAL PLAN



### PART 1. SET YOUR FINANCIAL GOALS



1. Determine what your key financial goals are.

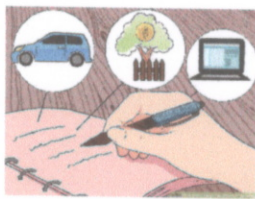


2. Be accurate in your goals you want to accomplish.

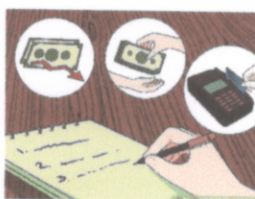
Your Goals Should be

## S-M-A-R-T

### PART 2: DETERMINING YOUR CURRENT FINANCIAL SITUATION

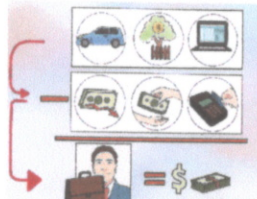


1. List your assets.



2. List your liabilities.

### PART 2: DETERMINING YOUR CURRENT FINANCIAL SITUATION



3. Subtract the total amount of your liabilities from the total value of your assets.

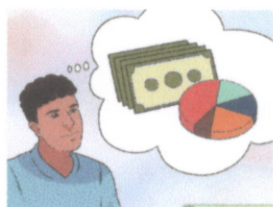


This is your net worth.



### PART 3: CALCULATING A MONTHLY BUDGET

#### 1. Decide to create a budget.

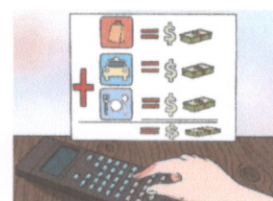


It is even more important to know how much money comes in and goes out every month.

### PART 3: CALCULATING A MONTHLY BUDGET



#### 2. Determine your sources of income

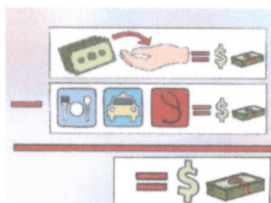


#### 3. Determine your monthly expenses.

### PART 3: CALCULATING A MONTHLY BUDGET

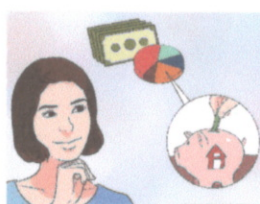


#### 4. Account for irregular and variable expenses.



#### 5. Subtract your total expenses from your total income.

### PART4: SAVING YOUR MONEY



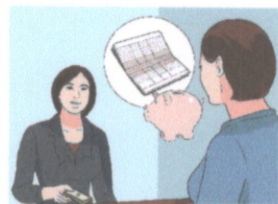
#### 1. Find savings

1. Look at your budget and decide what is a "want" and what is a "need".

2. Look to the "wants" area for savings.

3. Similarly, look at what you consider "needs", and ask yourself if they are truly needs.

### PART4: SAVING YOUR MONEY



#### 2. Learn to make saving a habit.

Saving 10% of your income is a good place to begin, but saving anything is better than nothing

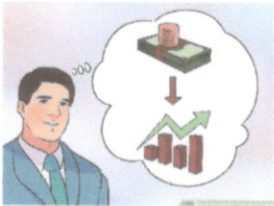
### PART4: SAVING YOUR MONEY




#### 3. Build an emergency fund.



**PART5: INVESTING YOUR MONEY**



**1. Consider making investments.**




**2. Choose appropriate investments.**

**PART6: FOCUSING ON MAKING GOOD FINANCIAL DECISIONS**


**1. Think carefully when making financial decisions.**

Use the method


**S-TOP  
A-SK  
V-ERIFY  
E-STIMATE  
D-ECIDE**



**PART6: FOCUSING ON MAKING GOOD FINANCIAL DECISIONS**



**2. Be cautious when using credit.**



**3. Seek trusted advice when you need it.**



**FINANCIAL PLANNING**

**MAKE YOUR DREAMS INTO A REALITY!**  
**HAPPY PLANNING =)**

**End of Presentation**



**Happy Father's Day**





**ATTENDANCE SHEET**

Title of Program/Training/Meeting: <b>Father's Day Forum</b>				Check Specify Type	Meeting Training Orientation
Intended Participants: Drug Surrenderers					
Sponsoring Group: OPSWDO					
Source of fund: Provincial GAD					
Date: June 29, 2017					
Place: Baang Campus, Banao, Bauko, Mt. Province					
Printed Name of Participants	Sex		Position / Title	Unit/Agency Represented	Signature
	F	M			
1 EDWARD CADISEL		✓		NANGGAWA	
2 EMAGINO MANZI	+	+		TAPAPAN	
3 BELINGEN, JOEL				SAD SADAH	
4 ROLDAN Pilonco		-		NANGGAWA	
5 JEREMIAS BALIWAN		-		TAPAPAN	
6 MARK COMPARAN		-		SAD SADAH	
7 Venancio Arwag		✓		Comunidad	
8 BANGSAY CHRISTIAN		✓		"	
9 CONSTANCIO Lokey		-		LETANG	
10 GRENEL DALIGIS		✓		Banao	
11 Rino Delical		-		Banao	
12 Mamanzulali		✓		TAPAPAN	
13 COLAS Tabonican		✓		TAPAPAN	
14 Romig Agano		✓		Letang	
15 Raymundo Parasa		✓		NANGGAWA	
16 Felise ALCIDO		-		BAPAO	
17 MARFREN CAGUI		✓		LESED	
18 Amador Pagadped		✓		PANAUI	
19 Albert Incion		-		An-an	
20 AGILAN (BANKO)		✓		A. Banko	

**CERTIFICATION**

This is to certify that above is the true and correct attendance list of the Participants/  
Facilitators/ Secretariat of the Father's Day Forum.

This is to certify further that the meals/snacks being claimed by the catere were served to the above.

MABEL CHARING



## ATTENDANCE SHEET

Printed Name of Participants		Sex		Position / Title	Unit/Agency Represented	Signature
		F	M			
1	ROLANDO D. BRAGATO		/	SUPERVISING AGENCIES	OPAG	
2	ERIC F. FULANGEN		/	Comm. Rep.	MAC	
3	Eduardo Padrao		/	QBAN	IGU	
4	Ruby W. DOCAO			Savo II	LGU - Bantoc	
5	Mikel Carino	/			PSWDO	
6	Dominga K. Fagla	/				
7	RACHEL F. FAGYAN	/		BSA OIC Chairperson	MPSPC	
8	Chery D. Delfino	/		LGU Puro	PMP	
9	Cesario Brijones	/		GUARD	WIP	
10	Leonard Langfian	/		AOI	LGU - Bantoc	
11	Roelyn Warden	/		XDA III	LGU - Bantoc	
12	PAULO P. PASTELAN	/	/	LGU BANTOC DRUG CONSULTANT	LGU - Bantoc	
13	Armando Padayot	/			OPSWDO	
14	Ann Luan	/			OPSWDO	
15	Julio P. MILANBAG	/				
16	SIMONEA K. JOTOKAL	/			GOVERNMENT	
17	Arnel Calde	/			LGU - Bantoc	
18	Christian Khayad	/		BPAT	LAGAWA	
19	ERICKSON ENONG	/			FAITH BASE	
20	ALFREDO DAMOKING JR.	/			FAITH BASE	
21	PRIMA DUNNA TE-BAI	/		ABPO II	PHU	

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above.

MAREIC CARINO



Republic of the Philippines  
Cordillera Administrative Region  
Mountain Province  
Local Government of Bauko

# Certificate of Appreciation

is awarded to

**RACHEL F. FAGYAN**

For sharing his/her valuable input as speaker during the conduct of  
the Community-Based Rehabilitation Program in his/her topic on

**HOME MANAGEMENT**

held at MPSPC Baang campus, Banao, Bauko, Mountain Province.

Given this 29<sup>TH</sup> DAY of JUNE, 2017.

  
**ABRAHAM B. AKILIT**

Municipal Mayor





Republic of the Philippines

PROVINCIAL GOVERNMENT OF MOUNTAIN PROVINCE

Awards this

# Certificate of Appreciation

to

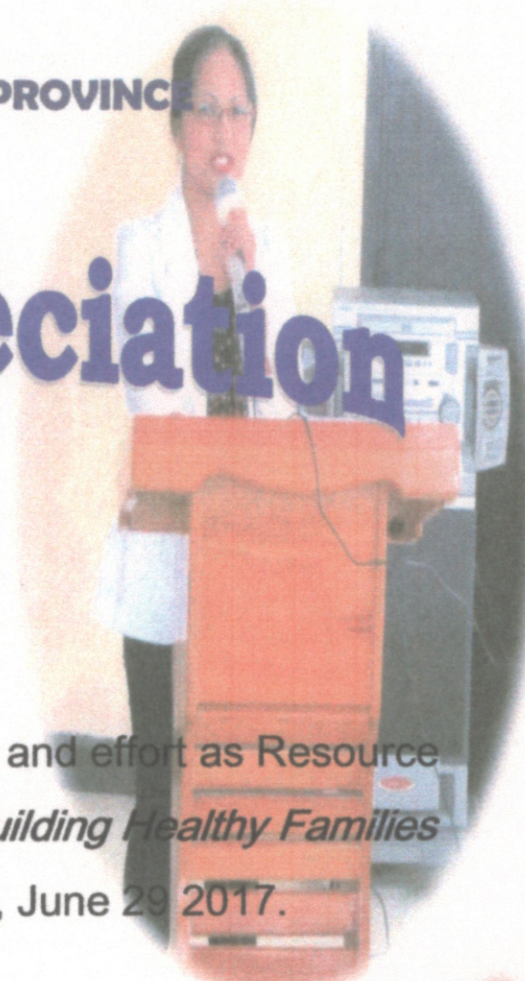
**RACHEL F. FAGYAN**

In grateful recognition and commendation for her invaluable time and effort as Resource Speaker during the 2017 Father's Day Forum with a theme, "*Building Healthy Families*" held at Ba-ang Rehab Center, Bauko Mountain Province, June 29 2017.

Given this 29th day of June, in the year of our Lord , Two Thousand Seventeen.

  
**BONIFACIO C. LACWASAN, JR.**

Provincial Governor 





### *What Makes A DAD?*

*GOD took the strength of a mountain,  
The majesty of a tree,*

*The warmth of a summer sun,*

*The calm of a quiet sea,*

*The generous soul of nature,*

*The wisdom of the ages,*

*The power of the eagle's flight,*

*The joy of a morning in spring,*

*The faith of a mustard seed,*

*The patience of eternity,*

*The depth of a family need,*

*Then God combined these qualities,*

*When there was nothing more to add,*

*He knew His masterpiece was complete,*

*And so,*

*He called it.....DAD*

*Author Unknown*



# Welcome

## Father's Day Forum

June 29, 2017

Ba-ang Drug Rehabilitation Center  
Bauko, Mountain Province

Theme:

**Building Healthy Families**

This serves as invitation:

RACHEL F. FAGYAN

BAG OIC CHAIRPERSON