



Republic of the Philippines

Mountain Province State Polytechnic College

Bontoc, Mountain Province

RESEARCH DEVELOPMENT AND EXTENSION SERVICES

TERMINAL REPORT

I. GENERAL INFORMATION

Activity: Capability Building for Entrepreneurial Livelihood of Underprivileged in Mountain Province

Date & Time of Activity: November 25, 2020; 8:30AM-5:00PM

Venue of Activity: Cable Restaurant, Poblacion Bontoc, Mountain Province

Proponents: DOLE –MP, LGU BONTOC, and MPSPC (BSBA, Graduate School, and Extension Unit)

Facilitators: Extension staff

Participants: Layad Organization Members

Budget: PhP. 12, 150.00

Source of Fund: Extension Fund – 2,850.00
LGU/DOLE PhP. 9,300.00

II. NARRATIVE REPORT

The activity was a result of the signed MOA between the Department of Labor and Employment-Mountain Province and the College. The College shall provide expert services to the Beneficiaries of the Pangkabuhayan Program of the DOLE in Partnership with the LGU of Bontoc.

The MPSPC team proceeds to the venue at 8:00 in the morning. The venue was prepared ready for the activity. Waiting for the participants to arrive, the team have a moment of chat with each other. Most of the participants are persons with disabilities from the municipality of Bontoc.

The activity was started with a prayer by Mr. Rufino S. Piayas, Community Affairs Assistant who served as an activity facilitator. Hon. Viola Okko, Municipal Councilor came representing the mayor's office. She lauded the DOLE and MPSPC for their important role in extending their services to the organization. She ended expressing her hope to see this program successful. Dr. Darwin Philip C. Alera, the BSBA department chairperson gave the overview of the activity. He emphasizes the role of the college in the Pangkabuhayan Program of the DOLE with the LGU, citing that one of the failure of organizations receiving assistance from government funding agencies is the lack of human capacitation which eventually leads to unproductive organization.

The first speaker of the activity was Mr. Emerson B. Olod, a faculty of the Graduate School. He highlighted in his discussion what a goal is and goal setting is and why an individual or especially an organizations must have a clear goals. He explains that setting goals is the first step in turning the invisible to visible. He further explains to the participants how to have and set their goals for short term and long term. Secondly, Ms. Megan R. Matias, faculty member of the BSBA department lectures on Basic marketing. She explains that business plan is birthed in an idea on how to begin a business. She elaborated the things to consider in what to begin with in establishing a business. She then point out the important of having a business plan. Further she discusses the format in making a business plan. Questions from the participants were entertained after her discussions.



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In the afternoon, Dr. Genevieve L. Sagandoy, also a faculty member of the BSBA department lectures on Simple Book keeping. On her discussion, she emphasizes the importance of record keeping in all transactions made or entered into by the organizations. This is to be used as basis for accounting purposes and clear picture of activities performed inside a business unit, she added. She also discussed on the methods of book keeping. Ms. Sylvia M. Falag-ey, president of the organization raises her appreciation on what was discussed.

Mr. Marshall N. Pachingel from the DOLE speaks on occupational safety. Also he elaborates the different programs of the DOLE in which the Pangkabuhayan Program extended to the Layad organization is just one of its program. He then said that DOLE aims to provide job for the underprivileged groups as one way of poverty alleviation effort of the government.

Lastly, Evaluation was floated to the participants afterwards. Training Needs Assessment was also conducted to identify other trainings they needed as a basis for follow up trainings.

III. PHOTO DOCUMENTATION

The participants taking registration for the activity



Dr. Alera giving an overview of the activity (left) and Hon. Vioala Okko (right) giving her talk representing the Municipal Mayor during the activity



Mr. Olod discussing on goal setting to the participants (left) and Ms. Megan R. Mattias discussing on Basic Marketing (right)





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Dr. Sagansoy discussing simple book keeping (left) and Mr. Pachingel discussing on occupation safety (right)



Ms. Jenalyn Caloza, the Municipal PESO delivering her closing remarks (left) and group picture of the participants



IV. RECOMMENDATIONS

1. Sustain the implementation of the Pangkabuhayan Program

V. ATTACHMENTS

(Approved activity design, attendance sheet, sample certificate/ photocopy of certificate)

Prepared by:

Noted:


RUFINO S. PIAYAS
Community Affairs Assistant


ELMER D. PAKIPAC
Extension Unit Director




RESEARCH DEVELOPMENT AND EXTENSION SERVICES

Confirmation of attendance						
Title of Activity: Capability Building for Entrepreneurial Livelihood of Underprivileged in Mountain Province						
Date & Time: November 25, 2020						
Venue: Poblacion, Bontoc, Mountain Province						
No.	NAME	GENDER			UNIT/OFFICE/DEPARTMENT	SIGNATURE
		F	LGBTQ	M		
1.	Emerson B. Olod			✓	GS	
2.	Sylvia M. Falag-ey	✓			President	
3.	Clara M. Lagagan	✓			Layad	
4.	Petra Joy Chewackeo	✓			Layad	
5.	Nancy Kigallawen	✓			Layad	
6.	Ana Pala-os	✓			Layad	
7.	Marina Kaslangan	✓			Layad	
8.	Olivia Mogigi	✓			Layad	
9.	Manila P. Codes	✓			"	
10.	Lechi Dalagan	✓			"	
11.	Idia Talon	✓			LAYAD	
12.	Marshall N. Palangil				DOLE-MPPD	
13.	GENIVINE L. GABANDAY	✓			mppc-plsa	
14.	Darwin Philip C. Alera			✓	BSBA	
15.	Megan R. Matias	✓			RIBA	
16.	Agusta Bumat	✓			BATAD	
17.	ROFINO S. PRAYAS	✓		✓	MPPC-Extension	
18.	Xonne M. Ing-inga	✓			LAYAD org.	
19.	Miguel Mayon	✓			LAYAD	
20.	Susan Panayon	✓			LAYAD	
21.	EMMANUEL SUME-ANG			✓	LAYAD	
22.	Kendrick Tifany			✓	LAYAD	
23.	SHAKERA P. LANGIS	✓			LAYAD	
24.						
25.						
26.						
27.						
28.						
29.						
30.						

CERTIFICATION

This is to CERTIFY that the above is the true and correct attendance list of the participants/facilitators/secretariat of the above-mentioned activity.


End user



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Bontoc, Mountain Province

RESEARCH DEVELOPMENT AND EXTENSION SERVICES

November 11, 2020

DR. REXTON F. CHAKAS

College President

Mountain Province State Polytechnic College

Bontoc, Mountain Province

Sir:

This is to transmit the activity design of entitled **Capability Building for Entrepreneurial Livelihood of Underprivileged in Mountain Province** of the BSBA and Graduate School Departments in collaboration with the Department of Labor and Employment-Mountain Province (DOLE-MP). The activity will be conducted on November 25, 2020 at Poblacion, Bontoc, Mountain Province.

Thank you and more power.

Respectfully yours,

RUFINO S. PIAYAS

Community Affairs Assistant

cc: VPAA (faculty and student activity design)
VPAD (staff)
VPRDE (for RDE activities)
VPRGL (for RGL activities)
GAD (for GAD appropriated activities)
SSDO (for student activities)
Record's Office (file)

*Received:
Prof
11-24-2020*



Republic of the Philippines

Mountain Province State Polytechnic College

Bontoc, Mountain Province

RESEARCH DEVELOPMENT AND EXTENSION SERVICES

ACTIVITY DESIGN

I. GENERAL INFORMATION

Activity:	Capability Enhancement for Entrepreneurial Livelihood of Underprivileged in Mountain Province
Date & Time of Activity:	November 25, 2020
Venue of Activity:	Poblacion, Bontoc
Proponents:	MPSPC (Extension Unit, BSBA and Graduate School); LGU-Bontoc; and DOLE-Mountain Province
Facilitators:	BSBA & Graduate School Faculty Members
Participants:	Members of Layad Organization of Persons with Disabilities
Budget:	PHP 12, 150.00
Source of Fund:	Extension Fund- PHP 2,850.00 LGU/DOLE- PHP 9, 300.00

II. RATIONALE

This collaborative activity with the Department of Labor and Employment is an off-shoot of a research conducted entitled “Entrepreneurial Management of the DOLE Kabuhayan Program”. This study was presented in local, regional and international research fora and garnered awards and appreciation for solid measures the study provided for the sustainability of entrepreneurial activities funded by the government to marginalized groups of beneficiaries.

Entrepreneurship is important to empowering the poor, enhancing production and as an impetus to innovation (Evangelista, 2013). Since entrepreneurship is a key driver of economic growth and job creation, it is very important component of a capital economy like the Philippines. It provides many people with career opportunities that better fit their preferences than waged employment. Entrepreneurship has become increasingly crucial as the Philippines struggles with economic challenge. Strong Filipino entrepreneurship is urgently needed. When entrepreneurs become successful, the nation is immensely benefited.

Pinoy Entrepreneurs (2016) reported that most of SMEs sell locally, to final consumers, usually individuals and households from poor and middle classes. Only a few sell to main outlets such as supermarkets, department stores and market services because of, among other reasons, the inability to meet volume buyers. Only few SMEs can reach inter-regional, national and foreign markets.

The 1987 Philippine Constitution recognizes entrepreneurship as an engine of economic growth. Article XII Section 1 highlights the role of private enterprises in supporting equitable distribution of income and wealth, sustaining production of goods and expanding productivity, therefore, raising the quality of life.

The Philippine Development Plan (PDP) further reinforces the thrust on entrepreneurship through trade and investment to achieve the government’s goal of economic development and job creation. Based on the plan, measures for macro-economic stability, employment, trade and investment, agribusiness, power sector reforms, infrastructure, competition, science and technology, anti-corruption are being pursued to strengthen Philippine’s competitiveness and contribute to job creation.



Committed to the same thrust, the Department of Labor of Employment (DOLE) seeks to pursue inclusive growth through its DOLE Integrated Livelihood Project (DILP). Popularly known as KABUHAYAN Program, it contributes to decent work outcomes including enhanced employability of workers particularly *competitiveness of enterprises*. The KABUHAYAN Program aims to assist vulnerable workers such as self-employed, landless farmers, unpaid family workers, displaced workers, parents of child laborers, women, youth, fisher folks, former OFW's or returnees and low wage seasonal workers. Through this program, target beneficiaries are provided with livelihood opportunities which are expected to reduce their vulnerability and help them increase their incomes and to sustain their livelihood undertaking into a Community Enterprise Development (CED).

The findings of the study showed the problems encountered by DOLE KABUHAYAN Program beneficiaries that affected the operation and failure of many of the livelihood projects. This implies that the problems encountered have affected the implementation and sustainability of the livelihood projects.

To improve or sustain the livelihood projects of the DOLE KABUHAYAN Program, the study recommended that the Department of Labor and Employment in partnership with Mountain Province State Polytechnic College must adopt and implement proposed training program for the entrepreneurial livelihood projects in order to improve the entrepreneurial management practices; and together minimize or eliminate the problems being encountered by the beneficiaries.

III. OBJECTIVES

- 1. To establish strong cooperation organization with goals aligned to a sustainable entrepreneurial projects;
- 2. To increase knowledge of participants on project proposal making;
- 3. To increase knowledge of participants on book keeping;
- 4. To increase knowledge of participants on basic marketing processes; and
- 5. To determine other training needs related to entrepreneurship.

IV. EXPECTED OUTPUT

- 1. The participants shall have established their goals of the business enterprise and prepared a simple strategic plan;
- 2. After the conduct of the seminar, the participants are expected to have learned the different parts of a project proposal and how to compose a proposal with desired results;
- 3. It is expected for the participants to have gained knowledge on basic marketing and to apply it to their future entrepreneurial activity;
- 4. The participants are expected to apply the principles of simple bookkeeping in their future business; and
- 5. To conduct further capability trainings based on results of the TNA

V. RESOURCE REQUIREMENTS:

A. Budgetary Requirements:

Item	Description	Quantity	Unit Cost	Total Cost
MPSPC Counterpart				
A	SUPPLIES			
	Bond Paper, Long	1 ream	350.00	350.00
	Ball Pen, Ordinary	5 boxes	300.00	1, 500.00
	Tarpaulin(5x6)	1	1,000.00	1,000.00
Subtotal				2, 850.00
LGU/DOLE Counterpart				
B.	FOOD			
	AM/PM Snacks	60 pax	80.00	4, 800.00
	Lunch	30 pax	150.00	4, 500.00
Subtotal				9, 300.00
			GRAND TOTAL:	P12, 150.00



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(Indicate committee members, coordinators, ushers/ usherettes, marshals, etc)

Committee/ Task	Number of Persons required	People Responsible/ Members
Coordinators	1	DOLE-MP
Secretariat/ Facilitators	5	BSBA and Graduate School Faculty Members
Driver	1	c/o GSO

C. Supplies, Property and Equipment Requirements

Property/ Venue/ Equipment	Date to be used
1 Vehicle	November 25, 2020
DLP Projector	
Camera	
Laptop	


VI. PROGRAM:

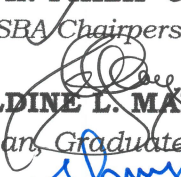
Date	Activity	In-charge	Materials Needed
November 23, 2020	Goal Setting and Strengthening the Basic Entrepreneurial Skills of the KABUHAYAN Beneficiaries (2-hours lecture)	BSBA & Graduate School Faculty Members	Attendance Sheet, Training Kit, Evaluation Form and TNA Tools
	Project Proposal Making (1 hour lecture, 2 hours workshop)		
	Basic Marketing (2 hours lecture)		
	Simple Bookkeeping (1 hour lecture)		
	Conduct Training Needs Assessment (30 minutes)		

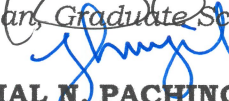
Prepared by:

 **RUFINO S. PIAYAS**
Community Affairs Assistant, Extension Unit

Noted:


DARWIN PHILIP C. ALERA
BSBA Chairperson


GERALDINE L. MADJACO
OIC-Dean, Graduate School


MARCIAL N. PACHINGEL
LEO III, DOLE-Mountain Province

Reviewed:

VILMA C. SAPIL
Coordinator, Learning and Development

Funds Available:


REXON T. DAMAYAN
Accountant III



Republic of the Philippines

Mountain Province State Polytechnic College

Bontoc, Mountain Province

Recommending Approval:

ANNIE GRAIL F. EKID

Vice-President for Research Development and Extension

Approved:

REXTON F. CHAKAS

College President

NOTE:

1. Funds Available portion of this form shall be initialed by the Director for Budget & Fiscal Planning before the Accountant signs.
2. For GAD appropriated activities, Noted by portion shall be initialed by the GAD Focal Person