



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: December 16, 2020; 8:30AM-5:00PM

Venue of Activity: Napua, Sabangan, Mountain Province

Proponents: BSBA, Graduate School (MBA), and Extension Unit

Facilitators: Extension staff

Participants: Rural Improvement Club

Budget: PhP. 15,150.00

Source of Fund: Extension Fund – PHP. 5,850.00
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 Mountain Province.

The personnel of MPSPC and DOLE traveled to Napua at 8am in the morning of December 16, 2020. Among the personnel from the college are Dr. Darwin Philip Alera, the BSBA Chairperson, Ms. Megan R. Matias, faculty of the BSBA, Dr. Genevieve Sagandoy, Faculty of the Graduate School, Mr. Rufino S. Piayas, Extension staff, and Mr. Jude, MIS staff. Mr. Marshall Pachingel from DOLE-Mountain Province was also present.

The activity was started with a prayer led by Christine D. Bocales. Ms. Charlene Lawilao, Sabangan-PESO delivered her welcome remarks commending the DOLE and MPSPC for coming up with such activity and express her appreciation to the participants for their willingness to be trained and hopes for the success of the beneficiaries. Dr. Darwin Philip Alera, gave an overview of the activity, citing the collaboration of the College with the DOLE in implementing its Livelihood Program. He mentioned that based on a research conducted, it came out that the people's organization in Mountain Province receiving assistance from government funding agencies mostly does not prospers. With the desire of the DOLE to minimize this issues, partnership with MPSPC was forged to provide expert services to capacitate the beneficiaries, He added.

First to lecture was Dr. Philip Alera on goal setting. He highlighted in his discussion what a goal and goal setting are 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. Next to lecture was Ms. Megan R. Matias on Basic marketing. 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.

In the afternoon, Dr. Genevieve L. Sagandoy 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.



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Mr. Marshall N. Pachingel from the DOLE speaks on occupational safety. Also he name the different programs of the DOLE in which the Pangkabuhayan Program extended to the beneficiaries 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.

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. Lastly, Mr. Peter Eng-inga expressed his gratitude in his closing remarks to the MPSPC, DOLE-MP, and LGU Sabangan for their services.

III. PHOTO DOCUMENTATION



IV. RECOMMENDATIONS

1. Sustain the implementation of the Pangkabuhayan Program

V. ATTACHMENTS

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



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Mountain Province State Polytechnic College

Bontoc, Mountain Province

Prepared by:

Noted:

RUFINO S. PIAYAS

Community Affairs Assistant

ELMER D. PAKIPAC

Director, Extension Unit



RESEARCH DEVELOPMENT AND EXTENSION SERVICES

Confirmation of attendance						
Title of Activity: Capability Building for Entrepreneurial Livelihood of Underprivileged in Mountain Province						
Date & Time: Dec 6, 2020						
Venue: Napua, Sabangan, Mountain Province						
No.	NAME	GENDER			UNIT/OFFICE/DEPARTMENT	SIGNATURE
		F	LGBTQ	M		

1.	Gracel A. Miña	✓			RIC	<i>Gracel A. Miña</i>
2.	Norie Jane Menia	-			RIC	<i>NMenia</i>
3.	Precy Miña	✓			RIC	<i>Precy Miña</i>
4.	BELEN T. MATIAS	✓			RIC	<i>Belem T. Matias</i>
5.	TERESITA B. GALENG	✓			RIC	<i>Teressita B. Galeng</i>
6.	Teressa Lopez	✓			RIC	<i>Teressa Lopez</i>
7.	Rosemaria B. Menia	✓			RIC	<i>Rosemaria B. Menia</i>
8.	Aurdes C. Sisipen	✓			RIC	<i>Aurdes C. Sisipen</i>
9.	Carmen P. Lapsoc	✓			RIC	<i>C. Lapsoc</i>
10.	PEREGRINA F. DAMITAN	✓			RIC	<i>P. Damitan</i>
11.	Judy D. Dela	✓			RIC	<i>Judy D. Dela</i>
12.	Marilyn T. Tabora	✓			RIC	<i>M. T. Tabora</i>
13.	Elizabeth B. Bacomg	✓			RIC	<i>E. B. Bacomg</i>
14.	Leticia N. Noy	✓			RIC	<i>L. Noy</i>
15.	Paula Bocales	✓			RIC	<i>P. Bocales</i>
16.	Eva Bantic	✓			Bura'l Improv. Club	<i>E. Bantic</i>
17.	Derenta Bursayan	✓			RIC	<i>D. Bursayan</i>
18.	Christina R. Bocales	✓			RIC	<i>C. Bocales</i>
19.	Luisita Y. Bukingking	✓			RIC	<i>L. B. Bukingking</i>
20.	Maurice B. Sagunipil	✓			RIC	<i>M. Sagunipil</i>
21.	Mylene Argul	✓			RIC	<i>M. Argul</i>
22.	Gloria Dapiawan	✓			RIC	<i>G. Dapiawan</i>
23.	Wendy S. Pias	✓		✓	MPSPC	<i>Wendy S. Pias</i>
24.	Peter King-Ing	✓		✓	BC	<i>Peter King-Ing</i>
25.	NELPCE J. F. KIRONG	✓		✓	MPSPC	<i>N. K. Kirong</i>
26.	EMILYN D. PALLANGED	✓			NAPUA BLGU- SEC.	<i>E. Pallanged</i>
27.	ELMER F. DAMITAN	✓			RIC	<i>E. Damitan</i>
28.	FREDERIC B. BANDIWAN	✓			SK CHAIR	<i>F. Bandiwan</i>
29.	JETER MATIAS	✓			RIC	<i>J. Matias</i>
30.	PILBER B. PRAGARO	✓			RIC	<i>P. Pragaro</i>
31.	Charlene B. Lowila	✓			LGU-Sabangan	<i>C. Lowila</i>
32.	Marshall N. Parangal	✓			SOLO-TUPA	<i>M. Parangal</i>
33.	Narwin Philip C. Alca	✓			MPSPC	<i>N. Alca</i>

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.

Enduser



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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 26, 2020 at Napua, Sabangan, 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)



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 26, 2020
Venue of Activity:	Napua, Sabangan
Proponents:	MPSPC (Extension Unit, BSBA and Graduate School); LGU-Sabangan; and DOLE-Mountain Province
Facilitators:	BSBA & Graduate School Faculty Members
Participants:	Members of Napua Rural Improvement Club of Napua, Sabangan
Budget:	PHP 15, 150.00
Source of Fund:	Extension Fund-PHP 5, 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
B.	Gasoline and Oil			3, 000.00
Subtotal				5, 850.00
LGU/DOLE Counterpart				



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	Lunch	30 pax	150.00	4, 500.00
			Subtotal	9, 300.00
			GRAND TOTAL:	P15, 150.00

B. Human Resources

(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 26, 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



Republic of the Philippines

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Bontoc, Mountain Province

Funds Available:


REXON T. DAMAYAN
Accountant III

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