



Republika ng Pilipinas • Tanggapan ng Pangulo
PAMBANSANG KOMISYON PARA SA KULTURA AT MGA SINING

Grants Program
Programang Grants

THE PROJECT PROPOSAL FORM
Pormularyo ng Panukalang Proyekto

I. PROPONENT'S PROFILE (*Indibidwal o Organisasyon*)

a) **NAME OF PROPONENT:** _____
(*Pangalan ng may Panukala*)

b) **ADDRESS OF THE PROPONENT:** _____
(*Lunan Panlihaman ng may Panukala*)

c) **CONTACT INFORMATION**
(*Numero*)

Landline No: _____ Mobile Phone No: _____

Fax No: _____ Email Address: _____

d) **REFERENCES / ENDORSEMENT FROM ARTISTS, GOVERNMENT AGENCIES, AND OTHER APPROPRIATE INSTITUTIONS**

(*Reperensya o endoso mula sa ibang ahensya ng gobyerno, mga alagad ng sining o naaangkop na mga institusyon*)

d.1. Name & Contact No. of Ref. 1: _____

d.2. Name & Contact No. of Ref. 2: _____

VERY IMPORTANT REMINDER:

- Following the COA auditing rules and regulations, approved funding for individual grantees shall be released on a ***“direct payment or reimbursement mode”***
- Proponents are required to sign all pages of the proposal.

II. PROJECT PROFILE

1. **PROJECT TITLE:** The title should be brief, clear and descriptive
(Ang pamagat ay dapat maikli, maliwanag at makalarawan.)

2. **COMMITTEE AND PROJECT CATEGORY:** Please enter to the 2019 Call for Proposal for the list of committees and corresponding project category

3. **PROJECT BACKGROUND:** State the current situation in the local community or in the society at large, which Influenced or inspired you to design and organize the project. Define the problem which the project hopes to address. Use statistical information whenever necessary. Please use additional sheet as needed.
(Isaad ang kasalukuyang lagay ng komunidad o ng lipunan sa kabuuan na nakapag pukaw ng interes sa paggawa ng panukalang proyekto. Gumamit ng mga istadistika kung kinakailangan. Maaari ring gumamit ng karagdagang papel kung kinakailangan.)
4. **PROJECT DESCRIPTION:** Shall provide information on the following. Please use additional sheet as needed. *(Mga kinakailangang impormasyon. Gumamit ng karagdagang papel kung kinakailangan)*
 - a) **Date and venue of project implementation**
(Araw at lugar ng pagdadausan ng proyekto)
 - b) **Project purpose**
 Describes the change which may occur in behavior, structures, or capacities of the target groups which directly result from the utilization of the deliverable outputs or results the project will be expected to yield. *(Ipakita ang mga pagbabagong idudulot ng proyekto sa pag uugali, kabuuan, o kalakasan ng mga tukoy na grupo na maaring makuha sa paggamit ng mga awtput o resulta ng proyekto.)*
 - c) **Results/Outputs:**
 Describes the expected results or output to achieve the project purpose.
(Ipakita ang inaasahang mangyayari para makamit ang mithiin ng proyekto.)
 - d) **Inputs/ Activities:**
 Activities or tasks to be carried out and in what sequence in order to achieve the expected output/ results.
(Mga gawain at detalye ng pagsasagawa para makamit ang mithiin ng proyekto.)
 - e) **Objectively Verifiable Indicators:**
 Identifies measures to determine success of the project. Indicators should be measurable either quantitatively or qualitatively, feasible, relevant and accurate and timely.
(Maglahad ng mga panukat upang matukoy ang tagumpay ng proyekto. Ang mga panukoy ay dapat nasusukat, mahalaga, tama at napapanahon.)

III. WORK AND FINANCIAL PLAN

Provide information on the various activities of the project including the implementation schedule, the required funding and potential sources of funds.
(Ilahad ang impormasyon sa ibat-ibang mga gawain, mga itinakdang araw ng paggawa at mga kinakailangang gastusin kasama ang pondo mula sa ibang maaaring panggagalingan.)

Project Activities	Timeframe	Cost / Fund (PhP)	Sources of Funds
1.			
2.			
3.			
4.			

IV. PROJECT COST

Provide information on the total cost of the project, the financial assistance requested from the NCCA, counterpart funding from other sources (at least 50 % of the total project cost) and a line item budget.

(Ilahad ang kabuuang gastusin ng proyekto, tulong pinansyal na hinihiling sa NCCA, katuwang na pondo mula sa ibang panggagalingan (dapat ay katumbas ng kalahati ng kabuuang gastusin sa proyekto.)

Example of a Line Item Budget

ITEM	PARTICULAR	COUNTERPART FUNDING (PhP)	FUNDING REQUESTED FROM NCCA (PhP)	TOTAL (PhP)
1. Personal Services: <i>Honoraria</i> a) Project Director b) Resource Persons c) Performers d) Documenter	Rate x month Rate x no. of pax x no. of hours			
2. M.O.O.E: a) Supplies/Materials b) Transportation Expenses	Cost x no. of months Rate x no. of pax			
Total				

All project proposals should be addressed and submitted to:

(Tanging sa sumusunod na lunan lamang maaaring ipadala ang panukalang proyekto:)

Plan/Policy Formulation and Programming Division (P/PFPD)
National Commission for Culture and the Arts
Room 5-B, Fifth Floor,
NCCA Building 633 General Luna Street, Intramuros 1002 Manila, Philippines
 Tel No: **522-2084 (DL) / 527-2192 (TL) locs. 527 & 511**
 Fax No: **527-2198 / 527-2209 / 527-2194**
 Email: **ppfpd@ncca.gov.ph**

Note:

The NCCA requires the submission of a complete project proposal based on the indicated proposal format to facilitate proper evaluation. Should you find the proposal format difficult to accomplish, please do not hesitate to contact us at telephone numbers indicated above. The project proposal may be accomplished in **Filipino or English**.

NCCA accreditation certificate is necessary prior to the approval of project requests.
[Coordinate with the NCCA Accreditation and Grants Processing Section (AGPS)]