

General Guidelines for the BDP-LUP Replication in the LGUs

I. Rationale

The Upland Development Programme has finally put in shape the Sustainable Upland Development (SUD) Model. The model is a result of the programme's substantial experiences in introducing various approaches in the target areas for the past five (5) years.

In the SUD Model, the Land Use Based Barangay Development Planning is a fundamental requirement for any development interventions in the uplands. The piloting of the said planning process was done in selected UDP-covered barangays in 2004 through a 40-day hands-on training of the Municipal Planning and Development Team with the assistance of various NGO-based service providers.

After having experienced the pilot process, several Municipal LGUs realized the need to replicate the same process to other barangays. UDP, likewise, foresees the need to do the same process in other UDP-covered barangays.

Hence, these guidelines were formulated to provide the programme as well as the partner LGUs with a common reference in undertaking the BDP-LUP replication process in the covered municipalities.

II. Objectives

General Objective:

To assist the Municipal LGUs in **institutionalizing and replicating** the BDP-LUP process to other barangays in the covered municipalities.

Specific Objectives:

- a) to further enhance the skills of the trained Municipal Planning and Development Team in facilitating Land-Use Based Barangay Development Planning
- b) to install support systems such as GIS and MIS that will aid the Municipal LGUs in the conduct of Land-Use based Barangay Development Planning
- c) to train the Municipal LGU in monitoring and evaluating the Land-Use based Barangay Development Plan
- d) to assist the Municipal LGU in coming-up with a strategic plan in replicating the process in the entire municipality.

III. Scope of the BDP Replication

A. Area Coverage / Target Areas

- ?? Municipal LGUs that have pilot barangays with Land-Use based BDP.
- ?? At least, all UDP covered barangays without Land-Use based BDP.

B. Major Activities to be considered

The capability-building activities

- ?? Provincial-level Overview on UDP's BDP-Review and Replication Guidelines
- ?? Coaching on GPS Skills for Perimeter Survey and GIS Skills in the preparation of barangay base maps and digitizing thematic maps
- ?? Refreshers' Course on
 - 1. *Understanding of BDP and Application of PRA Tools*
 - 2. *Facilitating Skills on Barangay Land Use Planning*
- ?? Writeshop for BDP Consolidation and Packaging Skills
- ?? Coaching : Application of BDP-MIS
- ?? Hands-On Training on BDP Monitoring and Evaluation **(This will be a venue for the LGU to revisit and improve the pilot BDPs.)**

IV. Steps in undertaking the BDP Replication (maximum of 5 months)

- 1- PMO to initiate provincial-level overview session of UDP's BDP-Review and Replication Guidelines
- 2- PPO Point Persons to assist the MLGU to formulate a proposal with budget for BDP Replication and facilitate the submission of proposal with written request from Municipal Mayor re: BDP Replication indicating target barangays and target schedules
- 3- Review of BDP:
 - UDP-PMO Review Team to review the BDP Output of the Pilot Barangay *ensuring the integration of the SUD schemes / indicators into the plan. This will be done through a standard review guide.*
 - PPO Point Persons to conduct quick assessment *focusing on the capacities of the MPDT Team and Barangay LGUs in implementing the BDP. The PPO point persons will be guided by a standard assessment guide.*
- 4- PMO Point Person will consolidate the results of the BDP assessments and *discuss with the assigned Service Provider* in the preparation for customized training designs for the Capability-Building on BDP Replication for the respective municipalities.
- 5- PPO Point Persons to coordinate, in particular, the logistical and administrative requirements needed for the actual conduct of the following trainings/coaching sessions:
 - a) GPS/GIS Coaching Sessions on Perimeter Survey and Map Production by: PMO-RM, trained Provincial LGU staff and prospect partner institutions
 - b) Refreshers' Course on PRA Tools and LUP to be conducted by **Service Providers and PMO, as resource persons on LUP**
- 6- **(OPTIONAL, if needed) Service Providers to facilitate the Coaching on BDP Replication to MLGU Planning Team** who will do the actual conduct of the BDP Replication; UDP-PPO to conduct actual monitoring of the BDP replication process
- 7- PPO to coordinate the actual conduct of the following trainings:
 - a) Writeshop on BDP Consolidation and Packaging to be facilitated by: **Service Providers, as resource persons.**
 - b) **Follow-up Session on GIS – Processing/Production/Packaging of Thematic Land Use Maps** by PMO-RM, trained Provincial LGU staff and partner institutions
 - c) Trainings on BDP M&E to be facilitated of PMO and **Service Providers**
 - d) Coaching Session on the Installation / Application of BDP-MIS by PMO TA on BDP-MIS, trained Provincial LGU staff and partner institutions
- 8- Assessment and Planning for Further Replication within the Municipality

V. Timeline

Major Milestones	Group Responsible	Months					
		1	2	3	4	5	6
1. Provincial-level Overview Session on BDP Review and Replication	PMO – PPO	X					
2. Proposal Preparation/Formal Request	PPO - MLGU	X					
3. Review of BDP / Quick Assessment	PMO – PPO	X					
4. Consolidation of Assessment / Training Design Formulation	PMO – Service Provider	X					
5. Actual Training							
<i>Coaching on GPS/GIS</i>	PPO, PMO, PLGU, Partner Institution		X	X			
<i>Refreshers' Course on LUP/PRA</i>	PPO, PMO, Service Provider		X				
6. Coaching during the Actual Conduct of BDP-LUP	MLGU with service provider (if needed)		X	X			
7. Actual Training							
<i>Writershop on Consolidation and Packaging</i>	PPO, PMO, Service Provider				X		
<i>Workshop on BDP M&E</i>	PMO, Service Provider				X		
<i>Coaching Session : Installation/Application of BDP-MIS</i>	PMO-RM, PLGU, Partner Institution				X		
8. Assessment and Planning	PMO – PPO-MLGU – Service Provider					X	

VI. Financial Requirements

The detailed budgetary items are presented in the table below:

Indicative Costing for BDP Replication for (at most) 3 Barangays

Activities	COUNTERPARTS	
	MLGU/BLGU	UDP
1. Perimeter Survey		
Purchase of 3 GPS units (@ Php 15,000/unit)		45,000.00
Food during Perimeter Survey	c/o municipal and barangay LGUs	
Production of Maps		c/o UDP supplies
2. Refreshers' Course on BLUP and PRA (if needed)		
Board/Lodging (max. of 15 per LGU)		20,000.00
Materials		2,000.00
Resource Persons – Service Providers (Php 5,000/day x 3 days)		15,000.00
3. Actual Conduct of PRA and LUP (including consolidation, etc.)		
Food	c/o barangay and municipal LGUs	
materials / supplies		15,000.00
Per diem of facilitators	c/o MLGU	
Transportation	c/o MLGU	
Contract Fee to Service Provider for coaching the MPDTeam (Php 3,500/day x 15 days)		52,500.00
4. Processing of Maps		
Supplies		c/o UDP supplies
Use of GIS equipments	c/o MLGU and PLGU	
5. Municipal-level Presentation / Lobbying		
Food	c/o M/BLGU	
Transportation	c/o M/BLGU	
6. Writershop on Consolidation and Packaging		
Board/Lodging (max. of 15 per LGU)		20,000.00
Materials		5,000.00
Resource Persons – Service Providers (Php 5,000/day x 3 days)		15,000.00
6. Packaging / Consolidation/Reproduction		10,000.00
7. Training on BDP M&E		
Board/Lodging (max. of 15 per LGU)		20,000.00
Materials		5,000.00
Resource Persons – Service Providers (Php 5,000/day x 3 days)		15,000.00
7. Installation / Coaching on BDP-MIS		
Food	C/o MLGU	
6. Assessment / Planning with UDP and MPDT		
Food / Materials		5,000.00
	UDP counterpart	P 237,500.00

In Summary, the following shows the distribution of UDP counterparts per major budgetary items for the BDP Replication:

DISTRIBUTION OF UDP COUNTERPARTS FOR THE BDP REPLICATION

Activity Category	Activities	Service Providers	Food / Lodging	Supplies	Transpo	Equipment
Actual Trainings and Coaching	Refreshers' Course on BDP- LUP / PRA	15,000	20,000	5,000	MLGU	N/a
	Writeshop on Consolidation / Packaging	15,000	20,000	5,000	MLGU	N/a
	Training on BDP M& E	15,000	20,000	5,000	MLGU	N/a
	Coaching during Actual Conduct of BDP Replication	52,500	Service Provider	none	Service Provider	N/a
	Assessment / Planning	N/a	-	5,000		
Actual BDPlanning	Actual Barangay Planning	N/a	BLGU and MLGU	10,000	BLGU MLGU	N/a
	BDP Lobbying and Integration Activities at the Municipal Level	N/a	BLGU and MLGU	N/a	BLGU MLGU	N/a
	Consolidation and Packaging	N/a	N/a	15,000	MLGU	N/a
Technical Support	Perimeter Survey (Base maps)	N/a	BLGU and MLGU	c/o UDP supplies	BLGU MLGU	45,000 (GPS units)
	Processing of LUP Thematic Maps	N/a	N/a	c/o UDP supplies	MLGU	N/a
	Installation / Application of BDP- MIS	N/a	N/a	c/o UDP supplies	MLGU	N/a
UDP Counterpart		97,500	60,000	45,000	---	45,000