

## Diversified Farming System (DFS) Approval Process

The following procedures should be followed for DFS projects:

1. A DFS project proposal duly recommended by the Provincial Manager shall be forwarded to the Co- Directors for approval. (See attached Form 1) A project proposal is prepared on a per barangay basis.
2. Upon approval by the Co- Directors, the Provincial Manager shall be responsible for the control and release of funds. For the approved farms eligible for support, funds will only be released on the following conditions:
  - A) In barangay with Farmers Training Groups (FTGs) in each sitio:
    - ~~☞~~ FTG nominates DFS client
    - ~~☞~~ BEW initially validates following Slope Treatment Oriented Practices (STOP) and farm plan requirements
    - ~~☞~~ BEW will bring list of the individual farmers to AT who revalidates them
    - ~~☞~~ AT will submit the final list to MAO who certifies and then submits it to the Project Provincial Office (PPO)
    - ~~☞~~ PPO will call for spot check by Project Management Office (PMO) and International Centre for Research on Agroforestry (ICRAF) facilitator jointly
    - ~~☞~~ PPO/PMO check the planting season and prevailing weather condition
    - ~~☞~~ PPO procures and distributes seedlings using the extension system
  - B) Barangays with no FTGs in sitios. (This is only a temporary solution until the FTGs have been appointed and properly trained)
    - ~~☞~~ Barangay Extension Worker (BEW) initially validates following STOP and farm plan requirements
    - ~~☞~~ BEW will bring list of the individual farmers to AT who revalidates them
    - ~~☞~~ AT will submit final list to MAO who certifies and then submits it to the PPO
    - ~~☞~~ PPO will call for spot check by PMO and ICRAF facilitator jointly
    - ~~☞~~ PPO/MAO check the planting season and prevailing weather condition and jointly agree on the right time of planting

~~☞~~ PPO procures and distributes seedlings using the extension system

**PMO/ICRAF spot checks will be at least one farm per sitio**

**Preferably seedlings will be procured from existing nurseries of Upland Barangay Association (UBAs). In case UBA has no nursery, BEW or FTG nurseries can also be considered if they have one, finally LGU nurseries can also provide if circumstances require as a last resort outside nurseries may supply. Quality criteria should prevail always.**

3. PPO when requesting for replenishment of the operational fund, the following accomplishments forms will be attached

~~☞~~ Form 1

~~☞~~ Form 2A

~~☞~~ Form 2B

**Proponent:**

**Date Prepared:**

**Project No.:**  -  -  -  -   
OFFICE      COMPONENT      RUBRIC NUMBER      YEAR      ACTIVITY NUMBER

Is this included in CWP?  Yes  No

Is this included in AWP?  Yes  No

If not in AWP, indicate source of funds (Activity No.)

New status for the source of funds: Cancelled  Budget revised

New budget for the source of funds

**Project Title:** \_\_\_\_\_

<b>Project Category:</b> _____	<b>Sub-Category:</b> _____
<b>Project Location:</b>	
Province: _____	Municipality: _____
Barangay: _____	Sitio: _____

**BENEFICIARIES**

Individual	Male	Female	Total
IP			
Non-IP			
Total			
<b>No. Of Households</b>			

	Planned	Proposed
Start-Up Date		
Completion Date		
Amt. Of Budget		
If in AWP and in excess of planned budget, indicate Source of Funds (Project Number #)		

**SUMMARY OF COST AND SOURCES OF FUNDS (in Peso)**

UDP Contribution		LGU Contribution			BENEFICIARY Contribution	OTHERS	TOTAL
Budget Line Code		Provincial	Municipal	Barangay		Pls. Specify:	
Peso							
(%)							100%

**UDP Logframe Activity:**

LF Activity Code	LF Activity Description (Refer to Logframe)
<input type="text"/> 2 <input type="text"/> 1 <input type="text"/> 4	Implementation of DFS/SWC Projects

**OUTPUT INDICATORS BASE ON LOGFRAME ACTIVITY OVIs**

Logframe Activity OVIs	Quantity	Unit / Description
1.		
2.		
3.		
5.		
6.		
7.		

(Describe what will be the immediate outputs of the project. Remember that you have to be able to measure the achievement of these outputs when the project is evaluated. Appropriate S&WC MEASURES output indicators should be present and monitored on all Agri, Infra and MED projects. Refer to the MIS Coding for the appropriate S&WC OVIs.)

Recommended by

**UDP PPO Manager:**

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Date

Approved by:

**UDP Co-Directors:**

\_\_\_\_\_  
**DASHIEL P. INDELIBLE**  
National Co-Director

\_\_\_\_\_  
**WIEBE VAN RIJ**  
European Co-Director

Date:

Date:



This is to certify that the farmers of the following proposed DFs co-operators has been assessed by the undersigned and has complied with the requirement in establishing DFS farms (SWC established using STOP procedures in their proposed farm areas, farm plans)

Name of Farmers/DFs Cooperators in sitio, barangay

-----	_____
-----	_____
-----	_____
-----	_____
-----	_____
-----	_____
-----	_____
-----	_____
-----	_____
-----	_____

**Furthermore the planting time frame shall be on** \_\_\_\_\_

**Confirmed/Signed by:**

Endorsed by MAO to PPO for supply of inputs

-----  
Date, name and signature FTG

-----  
Date, name and Signature MAO

-----  
Date, name and Signature BEW

Endorsed by PMO/SAD

-----  
Date, name and Signature AT

**Endorsed by PMO/SAD**

Or by Mr. Ben Hur plus PPO PP plus ICRAF Facilitator: \_\_\_\_\_

Or by Mr. Romeo plus PPO PP plus ICRAF Facilitator: \_\_\_\_\_

Or by Mr. Ken Proud plus PPO PP plus ICRAF Facilitator: \_\_\_\_\_