

2015

Guidelines for the Local Government Units on the Development of the Comprehensive Local Juvenile Intervention Program (CLJIP)



**Department of the Interior and Local Government
in partnership with the
Juvenile Justice and Welfare Council**

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I. RATIONALE AND BACKGROUND

This guideline is aimed at providing Local Government Units (LGUs) with policy guidance, procedural steps and tools for the development of the Comprehensive Local Juvenile Intervention Program (CLJIP) in their respective areas pursuant to [Republic Act \(RA\) 9344](#) or the “*Juvenile Justice and Welfare Act of 2006*” as amended by [RA 10630](#) or “*An Act Strengthening The Juvenile Justice System in the Philippines, Amending for the Purpose Republic Act No. 9344*”.

The rights of children at-risk (CAR) and children in conflict with the law (CICL) are upheld by these two most recent legal measures. RA 9344, as amended, provides the legal basis for the creation of the [Juvenile Justice and Welfare Council \(JJWC\)](#), the inter-agency body mandated to formulate and develop policy, coordinate and monitor the implementation of the Juvenile Justice and Welfare Act (JJWA), and the creation of the [Regional Juvenile Justice and Welfare Committee \(RJJWC\)](#), a subnational extension of the JJWC tasked to ensure the effective and efficient implementation of the law at the regional and LGU levels.

The law mandated the JJWC to develop a three- to five-year (3-5) Comprehensive National Juvenile Intervention Program (CNJIP) and the provinces, cities, municipalities and barangays to develop their [three-to-five-year \(3-5 year\) Comprehensive Local Juvenile Intervention Program \(CLJIP\)](#).

The [Comprehensive National Juvenile Intervention Program \(CNJIP\) Framework](#) shall serve as a guide to all government agencies, LGUs and NGOs in the formulation and implementation of their respective juvenile intervention programs and policies relating to juvenile justice and welfare.

II. POLICY GUIDE AND LEGAL BASIS

The development and administration of the Comprehensive National Juvenile Intervention Program (CNJIP) and the Comprehensive Local Juvenile Intervention Program (CLJIP) are discussed in [Rule 23 and Rule 24 of the Revised IRR of RA 9344 as amended by RA 10630](#).

It is stated in the law that the DILG shall issue the appropriate guidelines for the development, review and enhancement of the CLJIP (Rule 24.a. of the Revised IRR of 9344 as amended by RA 10630). Likewise, the DILG shall monitor the compliance of the LGU and shall issue the necessary guidelines for the LGUs in the development, budget allocation, implementation, monitoring and evaluation of their CLJIP (Rule 24.e. of the Revised IRR of 9344 as amended by RA 10630).

Rule 24.c of Revised IRR of RA 9344 as amended by RA 10630 provides that the

budget allocation for the CLJIP shall be sourced from the 1% Internal Revenue Allotment (IRA) allocated for the strengthening and implementation of the programs of the LCPCs for CAR and CICL.

On the other hand, the members of the RJJWC shall provide technical assistance to the LGUs in formulating the CLJIP (Rule 24.e. of the Revised IRR of 9344 as amended by RA 10630).

To guide all government agencies, LGUs and NGOs in the formulation and implementation of their respective juvenile intervention programs and policies relating to juvenile justice and welfare, a CNJIP Framework is created (Rule 23.b. of the Revised IRR of 9344 as amended by RA 10630).

The formulation of the CLJIP is further guided by the policy for a Rationalized Planning System and the Enhanced Guide

to Comprehensive Development Planning for LGUs.

[A Rationalized Planning System \(RPS\)](#), which serves as the framework for local planning, was crafted by the DILG in consideration of the various thematic and cross-sector concerns of national government agencies in ensuring that their respective agenda are incorporated in local development plans. The [Enhanced Guide to Comprehensive Development Planning \(CDP\)](#) for LGUs has

been developed by DILG to operationalize the RPS. The CDP Guide provides the mechanism for the synchronization and harmonization of the core LGU operations from the planning phase to plan monitoring and evaluation. It offers procedures, tools and techniques that are designed to respond to varying capabilities of local government in local comprehensive planning.

III. PILOT LOCALIZATION PROCESS

The JJWC, together with the Department of the Interior and Local Government (DILG) identified seven (7) pilot local government units (LGUs) for the [Localization of the Comprehensive National Juvenile Intervention Program](#), namely: Bacolod City, Caloocan City, Davao City, La Trinidad (Benguet), Naga City (Camarines Sur), Surigao City and Vincenzo Sagun (Zamboanga Del Sur).

The JJWC pilot project was launched in October 2012. From 2012, capacity-building activities were facilitated and funded by the JJWC in the pilot LGUs specifically in the following areas: orientation on the salient features of RA 9344 and on the localization of the CNJIP, conduct of baseline study, conduct of community validation and drafting of their situational analysis report and project

designing. By 2014, the pilot LGUs have started to implement specific components of their CLJIP. At present, the JJWC continuously monitors and provides technical assistance to the LGUs in ensuring that the adoption and integration of their CLJIP in their local development and investment plans are formalized and that their CLJIP are being implemented as planned.

After the successful pilot implementation of the localization strategy, the JJWC, through its member-agency, the DILG, is geared towards the full implementation of the strategy in all local government units. As such, these guidelines have been formulated to assist LGUs in utilizing the localization strategy in developing and implementing their CLJIP.

IV. PHASES IN THE DEVELOPMENT OF THE CLJIP

The development of the Comprehensive Local Juvenile Intervention Program (CLJIP) shall follow the basic phases of a programming cycle:

- Organization and Orientation of the LCPC and the Local Project Management Team (LPMT);
- Preparatory Phase - Situation of Children at-Risk and in Conflict with the Law (data gathering and

establishment of the baseline data, assessment and analysis of the problems confronting CAR/CICL; identification of priority issues);

- Plan Formulation Phase which involves the formulation of goals and objectives (results) of the CLJIP, identification of programs and strategies, and investment planning for a 3-year LDIP and the Annual Investment Program (AIP);

- Endorsement and Approval Phase;
- Monitoring and Evaluation Phase.
- Implementation Phase; and

The process is illustrated below for visual guidance:

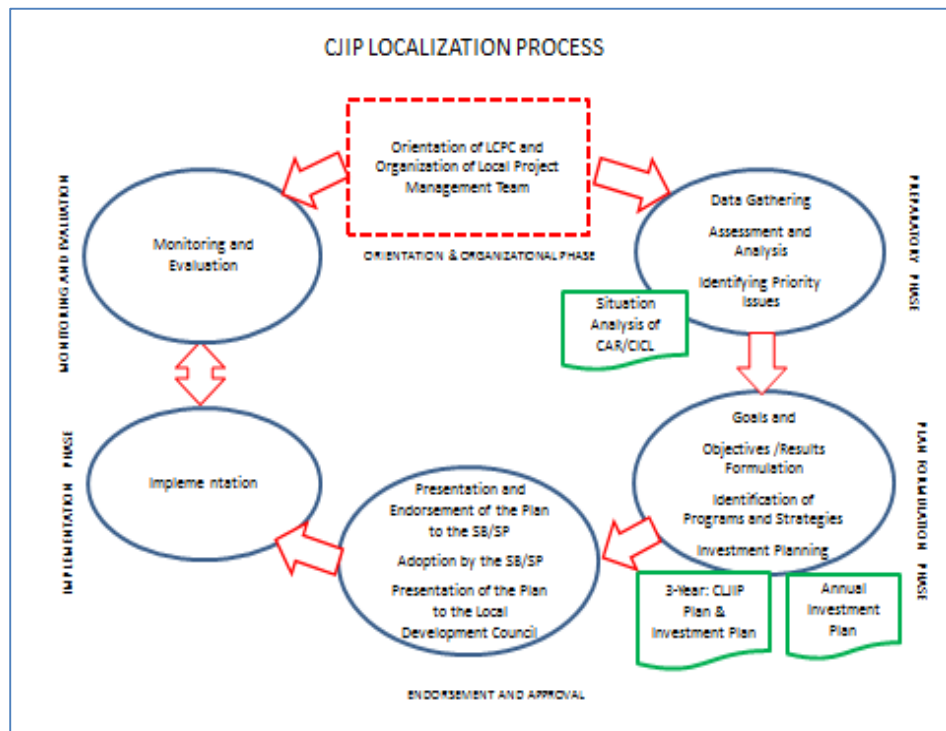


Figure 1. Phases in the Development of the CLJIP

A. ORGANIZATIONAL AND ORIENTATION PHASE

1. Establishment of the Local Council for the Protection of Children (LCPC)

The **Local Council for the Protection of Children (LCPC)** shall serve as the primary mechanism to coordinate with and assist the LGU concerned for the adoption, implementation, assessment, monitoring and evaluation of the Comprehensive Juvenile Intervention Program (CJIP) as provided in Rule 26.b (Revised IRR of RA 9344 as amended by RA 10630).

All levels of local governments are mandated to establish LCPC (PD 603, RA 7610 and further given emphasis in RA 9344). As provided in Section 15 of RA 9344,

membership in the LCPC shall be chosen from among the responsible members of the community, including a representative from the youth sector, as well as representatives from government and private agencies concerned with the welfare of children.

Pursuant to DILG Memorandum Circular No. 2002-121, the LCPC shall be composed of the following:

Chairperson	Local Chief Executive (Governor, City/Municipal Mayor/<i>Punong Barangay</i>)
Members	<p><i>Sanggunian</i> (Chairperson, Committee on Women and Family) DILG Field Officer (Provincial/City Director, C/MLGOO) Local Social Welfare and Development Officer Division Superintendent/District Supervisor of DepEd Local Planning and Development Coordinator Local Budget Officer Local Treasurer Local Health Officer Local Nutrition Officer PNP Director <i>Liga ng Barangay</i> President (for Cities/Municipalities) SK Federation President (for Cities/Municipalities) Parent-Teachers Association (PTA) President (for Cities/Municipalities) Child Representative At least, three (3) representatives of NGOs</p>

The LCPCs, at provincial, city, municipal and barangay levels, as mandated by PD 603, are the primary local-based institutions responsible for planning and spearheading programs for children at their respective levels. The crucial role of LCPCs in the protection of children was given more emphasis in RA 9344 or the [Juvenile Justice and Welfare Act of](#)

[2006](#) and to ensure the establishment and functionality of LCPC, said law stipulates the allocation of 1% of Internal Revenue Allotment (IRA) for its operationalization.

The [DILG](#) provides the oversight for and monitoring the establishment and functionality of LCPCs.

2. [Creation of the Local Project Management Team \(LPMT\)](#)

A [Local Project Management Team \(LPMT\)](#) shall be created from the LCPC, under the stewardship of the Local Chief Executive (LCE), to generally take charge of the formulation of the CLJIP. The LCE should issue an [Administrative Order](#) forming the local PMT (LPMT), identifying its composition and defining the roles/responsibilities of the team, including the designation of its head.

The LPMT shall be composed of the President of *Liga ng mga Barangay*, Local Social Welfare and Development Officer (LSWDO), the Local Planning and Development Coordinator (LPDC), and the Local

Government Operations Officer (LGOO), and other members of the LCPC as may be designated by the LCE.

In the formation of the LPMT, the LCE should be guided by Rule 24.a of the Revised IRR of RA 0344 as amended, which provides that the provinces, cities and municipalities, [through their Local Social Welfare and Development Office and their Local Planning and Development Office](#), shall develop their Comprehensive Local Juvenile Intervention Program (CLJIP).

The LCE, as chair of the LCPC, shall provide the overall policy

directions for the efficient and effective implementation of the CLJP. The LCE shall ensure that the members of the LPMT possess or are equipped with knowledge of child protection laws and have undergone training on the Convention on the Rights of the Child (CRC). The LPMT shall be responsible for the following:

- Spearhead the efforts of the city/municipality in attaining the objectives of the CLJP;
- Lead and direct the conduct of social preparation activities (data gathering, planning process, and establishment of the Juvenile Information and Referral System in their respective LGUs);
- Initiate and refine program planning, designing and implementation;
- Plan and oversee local monitoring and evaluation scheme with the technical assistance and supervision of the National TWG on Capacity-Building and submit annual reports to the DILG Central Office through its Regional Offices;
- Coordinate and lead the continuing capacity-building of the direct service providers;
- Ensure that inputs from BCPCs are incorporated in their plans and that monitoring of the project, plans and activities are undertaken jointly; and
- Perform other related work.

3. *Orientation of the LCPC and LPMT*

The **LCPC and the LPMT members** must be oriented on the legislative and policy measures, basic premises and principles that aim to strengthen the juvenile justice system: **a)** the salient features of RA 9344 as amended by RA 10630 and its Revised IRR and **b)** the CNJIP Framework adopted by the JJWC in 2007 (**Annex 2**). A broad knowledge and deep understanding of these legal and policy framework are crucial to upholding the rights of children at-risk and children in conflict with the law (CAR/CICL) and essential to the formulation of the CLJP.

The JJWC, through the RJJWCs, shall design the initial set of the advocacy kit/tools. Dissemination of which to the LGUs will be supported by the DILG and other concerned member agencies of the JJWC and the RJJWCs.

Advocacy kit/tools shall cover the following: **a)** salient features of the law and its Revised IRR; **b)** the CNJIP Framework; **c)** roles of the LGUs under RA 9344 as amended; **d)** phases, tools and templates in the formulation of the CLJP; **e)** Child Protection Survey Tool developed by UNICEF and adopted by the Technical Working Group (TWG) handling the Localization Project (**Annex 1**); **f)** JJWC Standardized Data Gathering Tools for all Duty-bearer (**Annex 1**); and (g) CLJP results matrix and template.

The orientation for the LCPCs in provinces and major cities, municipalities and barangays shall be conducted by the RJJWC and its Regional Secretariat, as a pre-requisite to the organization of the LPMT. The orientation and the organization of the LCPC and LPMT shall be simultaneously conducted. Aside from this, expected output of the orientation should be the [Situational Analysis](#) and the [CLJIP Results Matrix](#).

Steps on the formulation of situational analysis and CLJIP Results Matrix are described in the following phases.

B. PREPARATORY PHASE – SITUATIONAL ANALYSIS OF CHILDREN AT-RISK AND IN CONFLICT WITH THE LAW

The three (3) main steps in preparing a Situation Analysis of Children at-Risk and Children in Conflict with the Law are as follows:

- Data gathering and establishing the baseline data;
- Assessment and analysis of the problems confronting CAR/CICL; and
- Identification of priority issues.

1. [Data Gathering and Establishing the Baseline Data](#)

The establishment of the baseline data is the first step to ascertain the situation of CAR/CICL in the LGU. This will be done by conducting a survey, gathering and collecting data and relevant information using a set of questionnaires designed specifically for the purpose ([Annex 1: UNICEF Child Protection Survey Tool](#)). The tool, developed by UNICEF, maybe used by the Local PMT and other stakeholders.

The information shall include, but not limited to, the following:

- LGU profile – location and geographical description, topography, socio-economic conditions, income sources/classification, unique features of the LGU;
- Demographics – total population of children in the LGU, number (and/or percentage) of children at-risk and children in conflict with the law; typology of child protection cases, offenses committed; number (and/or percentage) of crimes committed against/by children;
- Ordinances and Policies for child protection, CAR, CICL;
- Local programs, intervention, services and facilities for child protection, CAR, CICL (child, family, community and victims); and
- LGU and community structures, mechanisms for child protection, CAR, CICL.

Moreover, the LGUs shall also ensure that they comply with the requirement of RA 9344 to establish a mandatory registry of CAR and CICL cases in compliances to Section 12 of RA 9344 as amended by RA 10630. The LGUs shall also use the [standardized data gathering](#)

tools (Annex 1) for duty-bearers developed by the JJWC to come up with a comprehensive analysis of the situation of children in their communities, especially CAR and CICL.

A mandatory registry or **local level database** shall be installed in the provinces, cities and municipalities to create a comprehensive profile of CAR and CICL in their LGU without prejudice to Section 43 of RA 9344 that ensures the utmost confidentiality of records and proceedings related to CICL.

The JJWC, through its RJJWC and Regional Secretariat, shall provide technical assistance to build the capacities of the LGUs on the establishment and maintenance of their respective CICL/CAR database, to enable them to assist, coach or mentor the *barangays* within their jurisdiction.

Graphs or charts can be used to illustrate improvement or non-improvement by indicator or by geographic area. Tables and matrices can also be used to summarize the status of CAR/CICL.

2. Assessment and Analysis

With the data on CAR and CICL consolidated, the next step is to do the following: **ASSESSMENT OR SCANNING** the environment and identifying the conditions/problems of CAR/CICL and **ANALYSIS OR PROBING** the causes of the conditions/problems of CAR/CICL.

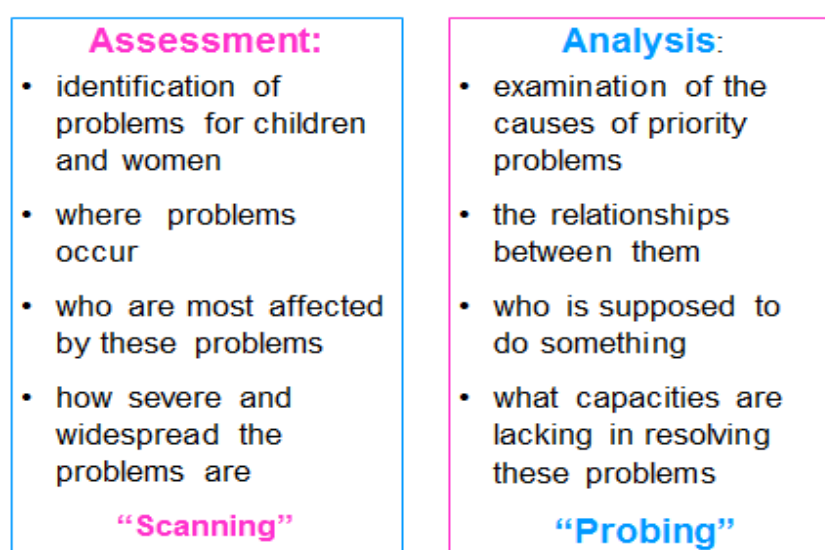


Figure 2. Assessment and Analysis

In the assessment and analysis, the problems of CAR/CICL must be identified, who are affected (e.g. if these children are in poverty, or they are social orphans, or street children, or maltreated, abused and exploited children) and where they occur (urban areas, province-wide, regional settings), including peculiar conditions that beset them. The problems of CAR/CICL can also be in any or in related areas of health care and nutrition, education and others. The impact of poverty, natural and human-induced disasters, cultural and traditional practices can also be assessed.

The causes for the identified problems can be probed more in-depth and can be examined according to the **logical chain of causes**: immediate, underlying and basic/root causes.

The logical chain of causes

Immediate causes determine the current status of the problem.



Underlying causes are often the consequence of policies, laws and availability of resources. They may reveal related complex issues and require interventions that take significant time in obtaining results (at least 5 years).



Root/structural causes reveal conditions that require long-term interventions in order to change societal attitudes and behavior at different levels, including those at the family, community and higher decision-making level.

The **problem analysis process** is used to understand the causes of and linkages between problems, in general, affecting children and their mothers, parents and other stakeholders.

Various models, approaches and tools for problem analysis that can be used such as causal analysis using a problem tree, diad analysis, capacity gap analysis, and simplified causal analysis matrix are provided in **Annex 3: Problem Analysis Models, Approaches and Tools**.

Only one from among these models/approaches should be used for the problem analysis. Although, both causal analysis and capacity gap analysis can be used as these are methods used in results-based programming.

Among the major problems that can be analyzed include the following: local policies, legislative measures (ordinances); enforcement mechanisms; programs, services and interventions and their implementation; quality of goods and services; political will and support; capacities of duty-bearers (LCEs, program managers, service providers).

3. Identifying the Priority Issues

There are a number of problems that CAR and CICL may be confronted with and, certainly, these have to be prioritized according to the major and important ones that can be addressed by the Comprehensive Juvenile Intervention Program.

It is important to remember to focus on specific priority problems. If there is no focus, the analysis runs the risk of resulting in a vast array of problems that cannot be supported nor addressed in program planning.

The following criteria can be used for selecting **major problems and challenges**:

- Large number of children at-risk
- High incidence of children in conflict with the law
- Continuing trends and patterns of increasing number of CAR/CICL

The following can be analyzed: **1)** violation of their rights; **2)** discriminatory policies; **3)** problems in the enforcement and implementation of the provisions of the law i.e. RA 9344 and RA 10630, related laws and local ordinances and resolutions; **4)** implementation gaps (service delivery, provision of goods and materials) and management set-backs; **5)** capacity gaps of duty-bearers; **6)** major operational and other problems.

Assessment, validation and analysis should be made, not only by members of the LPMT, but should involve the participation of stakeholders on juvenile justice and welfare system within the LGU and members of the community.

4. Formulation of the Situational Analysis Report

Each LGU (province/municipality/city), through its LPMT shall prepare a **Situational Analysis Report** on CAR/CICL: (a) a brief version with a maximum of 10 pages and (b) a comprehensive report.

The Situational Analysis (Report) of CAR/CICL can flag and identify disparities, patterns of discrimination and inequality.

A comprehensive written and documented report on the situation of CAR/CICL increases the LGU understands of the situation of CAR/CICL and provides the basis or evidence for necessary policies and action to address issues towards the realization of the rights of children at-risk and children in conflict with the law.

The **Situational Analysis Report** can provide the following:

- I. Introduction (context and profile of LGU)
- II. Methodology (process undertaken)
- III. Findings (based on Child Protection Survey tool, assessment and analysis of problems)
- IV. Conclusion and Recommendations

A suggested content outline template is provided in **Annex 4: Situational Analysis Report – Content Outline**.

The **Situational Analysis Report** shall be submitted and presented to the LCE and the LCPC.

The LCE, in turn, through its **LPMT**, shall submit a copy of the brief version to the RJJWC, through the DILG Regional Office as provided under the Revised IRR of RA 9344 as amended. The LGU Situational Analysis Report shall form part of the regional and national situational analysis report which shall be submitted to the President and to Congress.

C. PLAN FORMULATION PHASE

The LPMT, composed mainly of the **P/C/MPDC**, **P/C/MSWDO** and the **Provincial/City Director/City/Municipal Local Government Operations Officer (P/C/MLGOO)**, shall spearhead the plan formulation process together with other members of the LCPCs.

Three plans shall have to be prepared:

- 3-Year Comprehensive Local Juvenile Intervention Plan (CLJIP) and Results Matrix;
- 3-Year Investment Plan; and

- Annual Investment Plan (AIP).

The formulation of these plans involves two major steps:

- Designing the CLJIP; and
- CLJIP mainstreaming into the Comprehensive Development Plan and Local Development Investment Plan.

1. Designing the CLJIP

Process and steps in the development of the 3-Year CLJIP:

- Goals and Results Formulation and Target Setting
- Identification of Programs and Strategies
- Costing and Budgeting

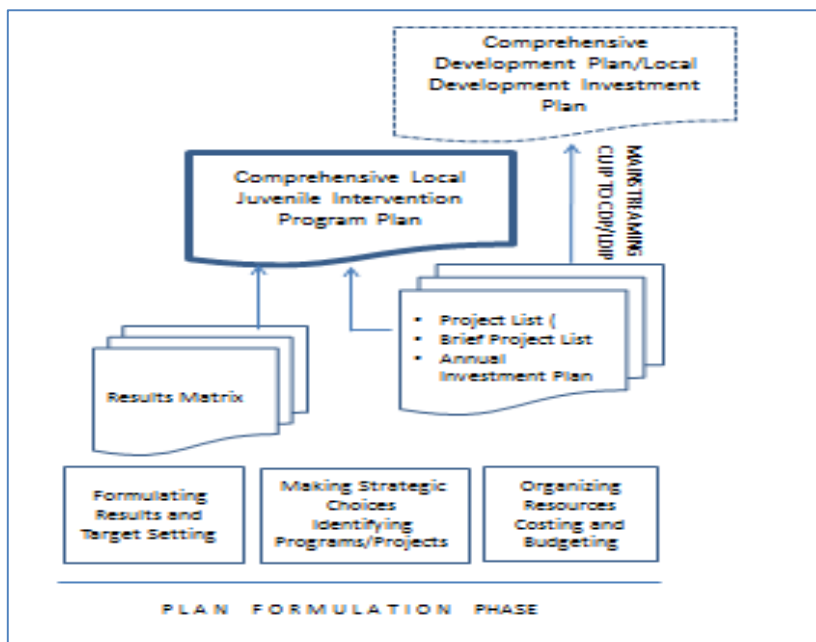


Figure 3. Plan Formulation

a. Formulation of the CLJIP Results Matrix

The CLJIP can be prepared and designed using a **Results Matrix** as a guide post. A Results Matrix provides easy visualization of the program design and shall be used at a latter point for progress and performance monitoring. It is a critical tool in formulating the program design and, thus, should be prepared prior to the actual writing of the plan.

The **Results Matrix** should be able to provide the following in vertical and horizontal logic:

I.	Goal
II.	Expected Results – Outcome and Output
III.	Indicator
IV.	Baseline Data – Year and Source
V.	Target – Number/Percentage and Geographic Area/Location
VI.	Component and Intervention
VII.	Responsible LGU or Agency
VIII.	Budget Allocation and Fund Source

A template is provided in [Annex 5: CLJIP Results Matrix](#) and a guideline note for its formulation is provided in [Annex 6: Results Matrix: Definition of Terms, Instructions and Examples](#).

b. [Formulation the CLJIP Plan](#)

The Results Matrix can then be transformed and written into a [CLJIP Plan](#) which should be able to provide descriptions and details of the following:

I.	Background and Rationale of the Plan
II.	Major Problems and Challenges Confronting CAR and CICL
III.	Goal and Expected Results
IV.	Program Components and Interventions
V.	Local Referral Network and Coordination
VI.	Monitoring and Evaluation
Annex	Results Matrix

A suggested content outline template is provided in [Annex 7: CLJIP Plan: Content Outline](#).

c. [Goals and Results Formulation and Target Setting](#)

In the formulation of the goals and desired results of the CLJIP, the LGU can be guided by the [CNJIP Framework](#) which articulates that *“the goals of interventions are the fulfilment of his/her rights and ensuring that he/she is not in circumstances of having conflict with the law”* and that the program should *“be able to achieve the full development or rehabilitation of the child”*. In setting the target, the indicator and baseline should be identified.

An [objective tree](#) can be used to ensure that the desired results are set to address the priority issues/problems identified in the Situational Analysis. ([Refer to Annex 6 guidance on results formulation](#)).

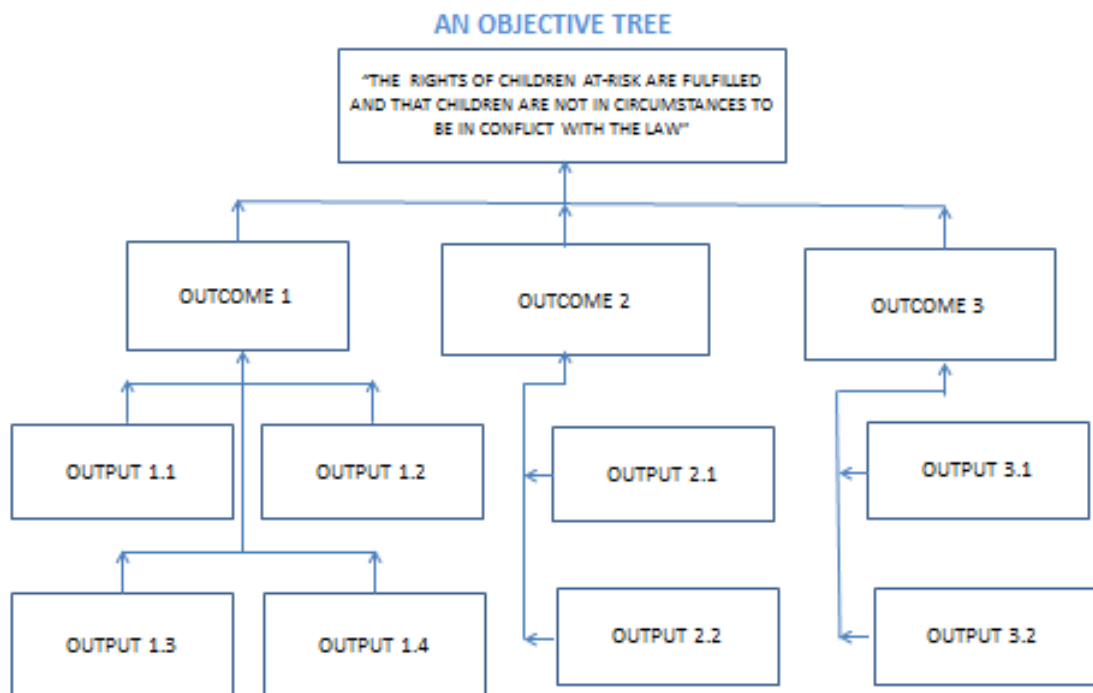


Figure 4. Outline of Objective Tree

The program components, strategies and interventions that are necessary to achieve the goals, desired results and targets can be aligned with those recommended in the CNJIP Framework. The Localization of the CNJIP also highlighted and provides a set of program strategies ([described in Annex 8: Localization of the CNJIP Program Strategies](#)):

- Development of model local Juvenile Intervention Programs;
- Advocacy;
- Capacity building;
- Local Juvenile Justice Information System;
- Development of a local referral network and mechanism; and
- Monitoring and evaluation.

The [CNJIP Framework](#) provides a menu of existing interventions that are generic to all levels of interventions, and recommended interventions at primary, secondary and tertiary levels ([Annex 9: Menu of Existing Interventions](#)).

Locally-initiated, innovative and culture-specific interventions that are deemed relevant in the area and those that can deliver the results more effectively and efficiently must be included in the CLJIP.

The LPMT can spearhead a process for “[sifting](#)” strategies and activities based on a causality model according to three levels: national, local and private sector.

Strategies are categorized into: (i) legislation and policy formulation; (ii) governance; (iii) capacity building; (iv) advocacy; (v) service delivery; and (vi) monitoring and evaluation.

It is important to distinguish strategies from projects and activities. A strategy is a common approach that can be undertaken to achieve one or more goals under conditions of uncertainty. A program is a broad set of planned projects. Projects, on the other hand, identify a number of specific activities. A program or a project can have several strategies and each strategy can have several activities.

A sample matrix is provided in [Annex 10: Sifting: Strategies and Activities](#).

d. [Budgeting of the CLJIP](#)

The budget for the development and implementation of the CLJIP may be sourced from the [one percent \(1%\) Internal Revenue Allotment \(IRA\)](#) allocated for the strengthening and implementation of the programs of the LCPCs for CAR and CICL. Since 1% IRA may not be sufficient to cover the cost of implementing the CLJIP, Section 18 of RA 9344 as amended provides that the LGUs shall also allocate an amount necessary to implement their respective CLJIPs in their Annual Budget.

The Revised IRR of RA 9344 as amended also enjoins the LGUs to allocate additional funding for the implementation of the CLJIP such as from private sector funds and [official development assistance \(ODA\)](#).

The LCE and LCPC shall ensure that the preparation of the CLJIP should be anchored on the local budget cycle so that the Programs, Projects and Activities (PPAs) that are listed therein can be included in the [Local Development Investment Plan \(LDIP\)](#) and the [Annual Investment Program \(AIP\)](#).

e. [Investment Planning](#)

The investment planning process begins when the 3-year CLJIP is approved by the [Sanggunian](#).

The [Local Development Investment Plan \(LDIP\)](#) shall, likewise, have a time frame of 3 years and its annual slice shall form the [Annual Investment Program \(AIP\)](#).

As provided for under [Joint Memorandum Circular No. 001 series of 2007, issued by the DILG, NEDA, DBM and DOF](#), the Annual Investment Program (AIP) is defined according to purpose:

- For *planning and investment programming purposes*, it is the annual slice of the LDIP, referring to the indicative yearly expenditure requirements of the LGU's programs, projects and activities (PPAs) to be integrated into the annual budget; and
- For *budgeting purposes*, it constitutes the total resource requirements for the budget year, including the detailed annual allocation for each PPA in the annual slice of the LDIP.

2. CLJIP Mainstreaming

The CLJIP must be mainstreamed into the **Local Development Investment Program (LDIP)**, the principal instrument for implementing the **Comprehensive Development Plan**. It is a document that translates the CDP into programs and projects and selects those that will be picked up by the LGU for funding in the annual general fund budget or through special fund generation schemes.

The following shall be prepared to ensure that the CLJIP is mainstreamed into the LDIP and CDP:

- List of CLJIP Programs and Projects;
- A Project Brief; and
- Annual Investment Plan.

a. CLJIP Project List

The **LDIP** shall contain the list of CLJIP programs and projects with their corresponding costs to be funded from city/municipal sources ranked by level of urgency and importance and those with their corresponding fund augmentation from other sources i.e. province, national government, foreign donors/grants.

The prescribed form shall be used to ensure that the CLJIP is incorporated into the LDIP (**Annex 11: CLJIP Project List Template**).

b. CLJIP Project Brief

A **Project Brief** for each of the project should also be prepared and a template is, likewise, provided (**Annex 12: CLJIP Project Brief template**).

c. Annual Investment Plan

The 3-year CLJIP and LDIP and its annual component – the Annual Investment Program (AIP) - shall serve as the link between the plan and the local budget. **This simply means that the local budget should be based on the programs and projects identified in the investment program.**

Costing of results (objectives) rather than line or single items can be done. This allows local policy- and decision-makers to determine if the budget is sufficient or lacking to allow additional or supplemental budget allocation.

LDIP planning should be harmonized with the local budget cycle so that the budgetary requirements for the implementation of the plan can be incorporated into the **AIP and the Appropriations Ordinance**.

The LDC shall cull out the AIP from the approved LDIP so that this is integrated into the **Annual Executive Budget**.

The LDC shall endorse the AIP to the Provincial/Municipal/City Budget Officer for budget preparation and in determining the annual budgetary allocations for PPAs vis-à-vis allocations for other purposes. ([Annex 13: AIP Summary Form](#)).

D. ENDORSEMENT AND APPROVAL PHASE

The procedure for the legitimization of the plan document shall be as follows:

- Presentation and endorsement of the CLJIP 3-Year Investment Plan to the *Sanggunian*;
- [Adoption](#) by the *Sanggunian* [through a Resolution](#); and
- Presentation of the CLJIP 3-Year Investment Plan to the Local Development Council.

The step by step procedures in this phase are as follows:

- The [LPMT](#) shall present the plan to [LCPC](#).
- The LCPC shall then endorse this to the [Local Development Council \(LDC\)](#).
- The LDC shall also endorse the approved plan to the *Sangguniang Bayan/Panlungsod* which shall adopt the plan in the form of a [Resolution](#).
- The [Provincial/Municipal/City Planning and Development Coordinator](#), as a member of the local PMT, shall prepare the [3-year Investment Plan of the CLJIP](#) and shall submit the draft to the Local Chief Executive.
- The LCE shall endorse the draft CLJIP Investment Plan to the *Sanggunian* [for adoption](#).
- The [LCPC](#) can be authorized by the LCE to make a presentation to the *Sanggunian* to justify and merit the adoption of the plan.
- The *Sanggunian* shall deliberate on the draft and issues a [resolution](#) to legitimize the approval and adoption of the [3-year Investment Plan](#) of the CLJIP.
- The approval and adoption of the [CLJIP 3-Year Investment Plan by the Sanggunian](#) shall serve as the legal basis for the preparation of the [Annual Executive Budget](#).
- [The CLJIP shall be submitted to the RJWC, through the DILG, before the start of its implementation or on the date to be determined by DILG.](#)

The plan formulation, endorsement and approval of the CLJIP Plan are summarized in a flow chart below:

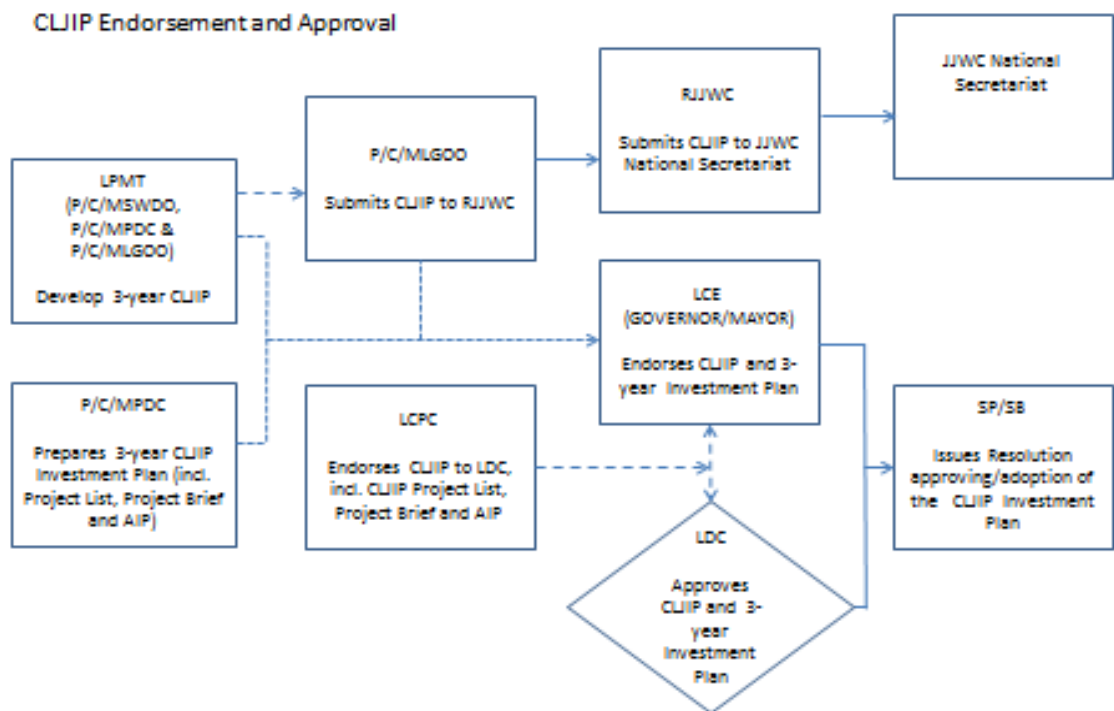


Figure 5. CLJIP Endorsement and Approval

E. IMPLEMENTATION PHASE

Overall, the **LGU** shall be responsible for the implementation and management of the CLJIP. The local mechanisms and structures for the implementation and management of the program must be described. The roles, responsibilities and tasks of the responsible office/agency for each component and intervention must, likewise, be clearly stated in order to ensure that the program is implemented as planned and managed with utmost efficiency.

Management of the program should focus on the ability of the responsible office/person to ensure that the desired and planned results are achieved, that the program components and interventions are implemented as planned, that both financial and other resources are used efficiently and that policy guidance, governance, supervision and monitoring are adequately provided.

F. MONITORING AND EVALUATION PHASE

A **Local Juvenile Justice Information System** shall be installed by each LGU to respond to the need for **evidence-based program planning, management and evaluation** from different levels of interventions and administration at the local government. The local juvenile justice information system will allow the LGUs to regularly **update the local profile of the CICL and CAR** in their jurisdiction, identify the needs of the target sector and maintain a directory of resources within their communities. It will also ensure that the local duty-bearers comply with the requirement of the law for separate mandatory registry of CAR and CICL cases served by every duty-bearer.

The monitoring and evaluation scheme should be described to include the monitoring and reporting process flow, the mechanisms and requirements for periodic program reviews and evaluation, and the identification of the monitoring tools and reporting forms.

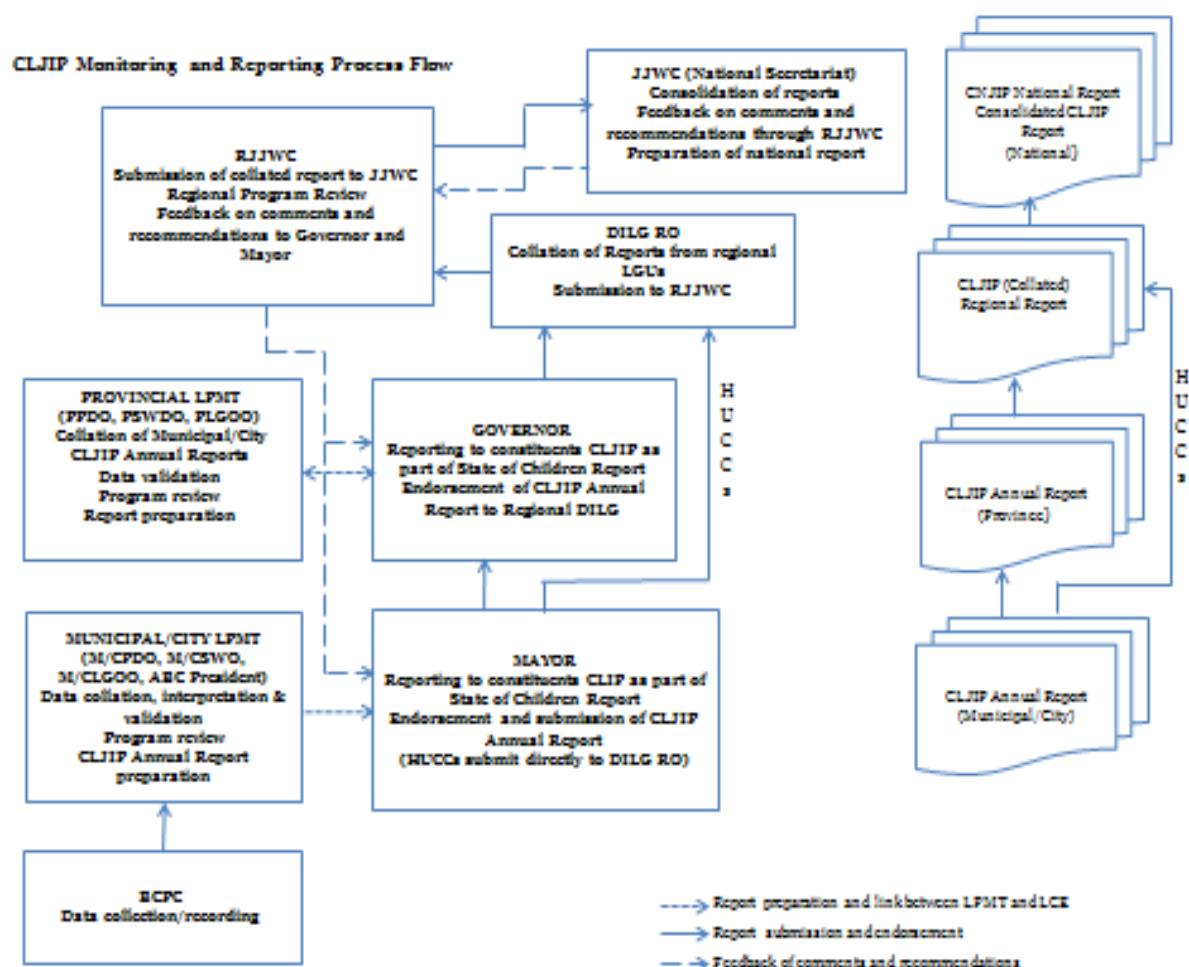


Figure 6. Monitoring and Reporting Process Flow

The following shall be prepared: **(a)** A Summary Table: Situation of CAR and CICL; **(b)** Results and Performance Monitoring Report Matrix; and **(c)** Annual Report.

A summary report table can provide, at one glance, a comparison or change in the situation of CAR and CICL from the previous year to the year covered by the report (**Annex 13: Summary Report Table: Situation of CAR and CICL**).

The LPMT should be able to conduct a review process that can discuss the major achievements and gaps (or challenges) and their respective facilitating or hindering factors.

A **Results and Performance Monitoring Matrix** is a tool which can be used for progress and performance monitoring. It shall be used as a guide post for preparing the **Annual or End of Program Report** and in the preparation of the **LCE's State of Children Report**.

The use of a results matrix is a logical approach expressed in the form of a matrix or a *logframe*. It defines the results (objectives) chain using a horizontal logic and the program elements for each result by using a vertical logic. It allows the assessment of the quality of the program design, at a glance.

Annex 14: Results and Performance Monitoring Report Matrix (template) is provided, including the instructions on completing the form.

The summary table, the identified major achievements, gaps and challenges and recommendations generated from a plan implementation review, and the **results matrix** shall be used as reference in the **preparation and write-up of the Annual Report**.

The **Annual Report** shall contain the following:

	An Executive Summary
I.	Update on the Situation of CAR/CICL (to include summary table)
II.	Progress: Achievement of Goal, Expected Results and Targets
III.	Program Performance: Component and Interventions, Budget and Expenditure, and Localization Process
IV.	Conclusion and Recommendations
Annex	Results Monitoring and Performance Reporting Matrix

The template and details of the content outline are provided in **Annex 15: CLJIP Annual Report – Content Outline**. The implementation of the CLJIP shall be reviewed and assessed annually by the LGUs, in coordination with their respective LCPCs.

The report on the assessment shall be submitted by the LGUs to the **RJJWC, not later than March 30 of every year**, for review and integration into the RJJWC report. The periodic review can be undertaken to monitor and report on progress of implementation against planned results. This review will enable the Local Project Management Team to take timely corrective actions, as necessary.

The **evaluation and periodic review** can examine the following:

- a) **Results Achievement** – assessment and analysis of performance based on defined inputs and outputs and results achievement/non-achievement based on defined outcomes and impact (or goal)

- b) **Program/Project Components**

– measuring and analyzing the effectiveness of the components and interventions and the contributions to positive changes in the situation of CAR/CICL;

Funding requirements for the development and implementation of the CLJIP shall be charged against appropriate/available local government funds subject to the usual accounting and auditing rules and procedures.

The budget for the development and implementation of the CLJIP shall be sourced from the 1% Internal Revenue Allotment (IRA) allocated for the strengthening and implementation of the programs of the LCPCs for CAR and CICL.

(Revised Rules and Regulations Implementing Republic Act No. 9344, as amended by R.A. 10630 Rule 24.c Budget Allocation for the CLJIP)

- c) **Operations** - determining the efficiency of the inputs and the ability of transforming them into expected outputs; and
- d) **Management** – focusing on the ability of duty-bearers to ensure that desired results are achieved, that the components and interventions are implemented as planned, that both financial and other resources are efficiently used, and that policy guidance, governance, supervision and monitoring are adequately provided.

DEFINITION OF TERMS

Child or children refer(s) to a person(s) below eighteen (18) years of age or those over but are unable to fully take care of themselves or protect themselves from abuse, neglect, cruelty, exploitation or discrimination because of a physical or mental disability or condition.¹

Child protection as defined by the United Nations Children's Fund (UNICEF) refers to "preventing and responding to violence, exploitation and abuse". The UN Convention on the Rights of the Child and other international treaties call on State parties for the protection of all girls and boys from harm.

Children at-risk or CAR refers to children who are vulnerable or at-risk of behaving in a way that can harm themselves or others, or vulnerable and at risk of being pushed and exploited to come into conflict with the law because of personal, family and social circumstances, such as, but not limited to, the following: (a) being abused by any person through sexual, physical, psychological, mental, economic or any other means, and the parents or guardians refuse, are unwilling, or unable to provide protection for the child; (b) being exploited sexually or economically; (c) being abandoned or neglected, and after diligent search and inquiry, the parents or guardians cannot be found; (d) coming from a dysfunctional or broken family or being without a parent or guardian; (e) being out of school; (f) being a street child; (g) being a member of a gang; (h) living in a community with a high level of criminality or drug abuse; and (i) living in situations of armed conflict.

Children at-risk also include:

- a) those children who violate the ordinances enacted by local governments, concerning juvenile status offenses enumerated in Section 57-A of RA 9344, such as, but not limited to, curfew violations, truancy, parental disobedience, anti-smoking and anti-drinking laws, as well as light offenses and misdemeanors against public order or safety such as, but not limited to, disorderly conduct, public scandal, harassment, drunkenness, public intoxication, criminal nuisance, vandalism, gambling, mendicancy, littering, public urination, and trespassing.
- b) those who commit a status offense under Section 57 of RA 9344, the crime of prostitution under Section 20 of the Revised Penal Code, as amended), mendicancy under Presidential Decree 1563, and sniffing of rugby under Presidential Decree 1619.

Children in conflict with the law or CICL refers to children who are alleged as, accused of, or adjudged as, having committed an offense under Philippine laws.

Comprehensive Development Plan is the action plan utilized by every local government to develop and implement priority sector and cross-sector programs and projects toward attaining desired results.

The timeframe of the CDP may be multi-year – from a minimum of three years for the short-term to six years for the medium-term, coinciding with the term of the local administration.

Comprehensive National Juvenile Intervention Program Framework serves as a guide for all government agencies, LGUs and NGOs in the formulation and implementation of their respective juvenile intervention programs and policies relating to juvenile justice and welfare.

Juvenile Justice and Welfare System refers to a system of dealing with children at-risk and children in conflict with the law which provides child-appropriate proceedings, including programs and services for prevention, diversion, rehabilitation, reintegration and after-care to ensure the child's normal growth and Development.

¹ As defined in Republic Act (RA) 7610 or the "Special Protection of Children Against Abuse, Exploitation and Discrimination Act".

Presidential Decree (PD) 603 or the Child and Youth Welfare Code defines the rights and responsibilities of children and the corresponding authority and obligation towards them by their parents, the community, and the government and other duty bearers. The decree provided for the establishment of the Council for the Welfare of Children.

Republic Act 7610 or the Special Protection of Children Against Child Abuse, Exploitation and Discrimination Act is a comprehensive and encompassing legislative measure which provides for stronger deterrence and special protection measures for children. The law protects children against abuse, exploitation, and discrimination and children in especially difficult circumstances, those in situations of armed conflicts, and those belonging to indigenous cultural communities.

Republic Act 9344 or the Juvenile Justice and Welfare Act of 2006 as amended by Republic Act 10630 or An Act Strengthening of the Juvenile Justice System in the Philippines provides for the establishment of a comprehensive juvenile justice and welfare system and prescribed a comprehensive juvenile intervention program. It further provides the legal basis for the creation of the Juvenile Justice and Welfare Council (JJWC), the inter-agency body mandated to formulate and develop policy, coordinate and monitor the implementation of the Juvenile Justice and Welfare Act, and the creation of the Regional Juvenile Justice and Welfare Committee (RJJWC). It raised the minimum age of criminal responsibility from 9 to 15 years, and prohibited the use of torture and other cruel, inhuman or degrading treatment or punishment.

Republic Act 10630 or An Act Strengthening of the Juvenile Justice System in the Philippines amends RA 9344. Among several amendments, it mandates the JJWC to develop a three- to five-year (3-5) Comprehensive National Juvenile Intervention Program and the provinces, cities, municipalities and barangays to develop their Comprehensive Local Juvenile Intervention Program (CLJIP).

Results-Based or the Results-Based Approach to Programming focuses on desired outcome and impact of a programme to contribute to the realization of rights.

Results Matrix defines in a logical frame the hierarchy of desired results (impact, outcome, output) that have to be achieved and the programmatic elements that will be implemented.

Rights-Based or the Rights-Based Approach to Programming is a development process based on international human rights standards and principles. It recognizes that children, as human beings, are rights-holders and establishes obligations for duty-bearers. It focuses on discriminated and marginalized groups. It gives equal importance to the outcome and process of development.

LIST OF ACRONYMS

AIP	Annual Investment Program/Plan
CAR	Children at-Risk
CICL	Children in Conflict with the Law
CDP	Comprehensive Development Plan
CLJIP	Comprehensive Local Juvenile Intervention Program
CNJIP	Comprehensive National Juvenile Intervention Program
CWC	Council for the Welfare of Children
DBM	Department of Budget and Management
DILG	Department of the Interior and Local Government
DOJ	Department of Justice
DSWD	Department of Social Welfare and Development
JJWC	Juvenile Justice and Welfare Council
LCE	Local Chief Executive

LCPC	Local Council for the Protection of Children
LDC	Local Development Council
LDIP	Local Development Investment Program
LGOO	Local Government Operations Officer
LGU	Local Government Unit
LPDC	Local Planning and Development Coordinator
LPMT	Local Project Management Team
LSWDO	Local Social Welfare and Development Officer
NEDA	National Economic and Development Authority
NGO	Non-Government Organization
PMT	Project Management Team
PNP-WCPD	Philippine National Police-Women and Children Protection Division
RA	Republic Act
RPS	Rationalized Planning System
RRJWC	Regional Juvenile Justice and Welfare Council
SB	<i>Sangguniang Bayan</i>
SK	<i>Sangguniang Kabataan</i>
SP	<i>Sngguniang Panlungsod/Panlalawigan</i>

REFERENCES

Congress of the Philippines, Republic Act 9344: Juvenile Justice and Welfare Act. July 2005

Congress of the Philippines, Republic Act 10630: Strengthening of the Juvenile Justice System. July 2012.

Council for the Welfare of Children (CWC): (Draft) Regional Plan of Action for Children - A Plan Formulation Guidebook, by Regina Molera. 2013

Department of Budget and Management, Department of Finance, Department of the Interior and Local Government and the National Economic and Development Authority: Joint Memorandum Circular No. 001, Series of 2007

Department of the Interior and Local Government (DILG): Enhanced Guide to Comprehensive Development Planning. 2008

Department of the Interior and Local Government: Rationalized Local Planning System. 2008

Juvenile Justice and Welfare Council: Comprehensive National Juvenile Justice Intervention Program. April 2007

Philippine Commission on Women, Department of the Interior and Local Government, Department of Budget and Management and the National Economic and Development Authority Joint Memorandum Circular 2003-01 or Guidelines on the Localization of the Magna Carta of Women

United Nations Children's Fund (UNICEF) *programming, monitoring and evaluation materials*

United Nations Children's Fund (UNICEF): "A human rights approach to development programming", by Urban Jonsson. June 2003

ANNEX 1: CHILD PROTECTION SURVEY TOOL

UNICEF CHILD PROTECTION DATA QUESTIONNAIRE FOR LOCAL GOVERNMENT UNITS

Rationale:

This survey tool aims to gather data on children and the programs, projects and activities for the protection and welfare of children, particularly those at risk, victims of abuse, violence, exploitation and neglect and in conflict with the law.

The Questionnaire is divided into 4 main sections, namely: (1) Basic Information which focuses on governance structures and mechanism on child protection in the LGU, (2) Social Welfare System for Children and Families, (3) Legal System and Justice for Children, and (4) Other related information.

The data for the questionnaire can be sourced from the City/Municipal Planning and Development Office, City/Municipal Social Welfare Office, Municipal/City PNP-WCPD, local Department of the Interior and Local Government and the City/Municipal Council for the Welfare and Protection of Children and the *Sangguniang Bayan/Panlungsod*.

Instructions:

Please fill-up the requested information and answer the following questions.

Name of City/Municipality	Name of Province	Region	No. of Congressional Districts	No. of Barangays	No. of Purok/Sitio

²The level of LCPC functionality is categorized as: (i) Basic when the council attained a rating of 20 percent and below, and satisfied the requirements for organization and/or meetings; (ii) Progressive

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Key Informants:

Name	Designation/Position	Contact details

PART I: Basic Information

1. What is the most recent population estimate for the City/Municipality?

Age Group	Both Sexes	Male	Female
Under 6			
6 – 12			
13 – 17			
18 – 24			
25 and over			
TOTAL			

2. What is the level of functionality of the Local Councils for the Protection of Children?²

when the council attained a rating of 21-50 percent, and aside from organization and meetings, it also satisfied the requirements for any of the sub-indicators under Policies, Plans and Budget or

LCPC	Rating and Number of LCPC/BCPC			
	Basic	Progressive	Mature	Ideal
City Council for the Welfare and Protection of Children (CCWPC)				
Municipal Council for the Welfare and Protection of Children (MCWPC)				
Barangay Council for the Protection of Children (BCPC)				

3. How much financial resources are allocated for the activities of the Local Council for the Protection of Children?

LCPC	2011		2012		2013	
	PhP	%	PhP	%	PhP	%
City Council for the Welfare and Protection of Children (CCWPC)						
Municipal Council for the Welfare and Protection of Children (MCWPC)						
Barangay Council for the Protection of Children (BCPC)						

Accomplishment Report; (iii) Mature when the council attained a rating of 51-79 percent, was able to satisfy the requirements for organization and meetings, and any of the sub-indicators for Policies, Plans

4. Of the financial resources allocated for activities of the LCPC, how much financial resources are actually spent for the activities for children?

LCPC	2012		2013	
	PhP	(%)	PhP	(%)
City Council for the Welfare and Protection of Children (CCWPC)				
Municipal Council for the Protection of Children (MCWPC)				
Barangay Council for the Protection of Children (BCPC)				

5. Has the City/Municipality adopted local resolutions and/or ordinances for the welfare and protection of children and youth against abuse, exploitation, violence and neglect? If yes, please list them below.

Number	Title

and Budget or Accomplishment Report; and (iv) Ideal when the council attained a rating of 80-100 percent, which means it was able to satisfy the requirements for all the indicators of a functional LCPC.

6. Is the City/Municipality home to indigenous peoples or ethnic minorities? If yes, please list their name and population below.

Name of Indigenous People/Community and/or Ethnic Minority	Population Estimate

PART II: Social Welfare Services and Systems

7. What type of social welfare programs, projects and services are available in the City/Municipality? What agency is providing the service?

Service Delivery Mode	Service Provider (Please check the appropriate box):				
	M/CSWDO	National Government Agency	Non-government Organization	Faith-based Organization	Others (Please specify)
Street-based (ex. Outreach)					
Center-based (ex. PES, ERPAT)					

Community-based (ex. Community-based diversion)					
Residential Care Services (ex. Crisis center, Drop-in center))					

How many personnel are employed by the LGUs in addressing concern of children at the Social Welfare Development Office? What type of training have they received in the past 5 years?

Job Functions	No. of personnel	Number of personnel trained on:				
		Social Welfare Case Management	Psychosocial Support	Emergency preparedness and response	Child Rights (CRC)	Others(Please specify)
Social Workers						
Psychologist						
Day Care Workers						
Others (specify)						
TOTAL						

8. What type of child protection cases have been reported and assisted by the C/MSWDO?

Type of CNSP (based on DSWD classification)	No. of reported cases			
	2010	2011	2012	2013
Unregistered children				
Abandoned				
Neglected				
Sexual Abuse (rape, incest, acts of lasciviousness)				
Physical Abuse				
Commercial Sexual Exploitation of children(child prostitution, child pornography)				
Children with disabilities				
Children of indigenous peoples (IPs)				
Child trafficking				
Children in conflict with the law				
Child labor/Illegal recruitment				
Bullying				
Street children				
Children in emergency situations				
Children affected by armed conflict				
Children involved in armed conflict				
TOTAL				

9. How much financial resources are allocated for social welfare programs, projects and services?

Social Welfare Programs, Projects and Services	2011		2012		2013	
	PhP	%	PhP	%	PhP	%
Maintenanceand Other Operating Expenses (MOOE)						
Personnel Services (PS)						
Capital Outlay (CO)						
TOTAL						

10. Of the financial resources allocated for social welfare programs, projects and services, how much financial resources are actually spent for the activities for children?

Social Welfare Programs, Projects and Services	2012		2013	
	PhP	(%)	PhP	(%)
Maintenance and Other Operating Expenses (MOOE)				
Personnel Services (PS)				
Capital Outlay (CO)				
TOTAL				

PART III: Legal System and Justice for Children

11. What protective services in the City/Municipality are available for children victims, accused or witness to crimes? What agency is providing the service?

Protective Services	Service Provider (Please check the appropriate box):				
	M/ CSWDO	National Government Agency	Non- government Organization	Faith- based Organization	Others (Please specify)
Child-friendly Investigation Studio/Room					
Women and Children Protection Unit (hospital-based)					
Family Court					
Detention home/BahayPag-Asa					
Shelter-care institution					
Rehabilitation center					
Reception and study center					
Free legal assistance					
Others, please specify					

12. How much financial resources are allocated for protective services by the City/Municipality?

Protective Services	2011		2012		2013	
	PhP	%	PhP	%	PhP	%
Maintenance and Other Operating Expenses (MOOE)						
Personnel Services (PS)						
Capital Outlay (CO)						
TOTAL						

13. Of the financial resources allocated for protective services, how much financial resources are actually spent for the activities for children?

Protective Services	2012		2013	
	PhP	(%)	PhP	(%)
Maintenance and Other Operating Expenses (MOOE)				
Personnel Services (PS)				
Capital Outlay (CO)				
TOTAL				

14. How many personnel are employed by the PNP based in the City/Municipality for child protection? What type of training have they received in the past 5 years?

PNP	Total Number			Total Number Trained on:			
	Both Sexes	Male	Female	Gender Sensitivity	Convention on the Rights of the Child	Child Protection Laws	Investigation of Crimes Affecting Women and Children
City/Municipal PNP							
PNP - WCPD							
PNP - FJGAD							
TOTAL							

15. What type and how many crimes have been committed against children in the past 2 years?

Crimes Against Children	2012			2013		
	Number of Victims			Number of Victims		
	Total	Male	Female	Total	Male	Female
Rape						
Incestuous Rape						
Attempted/Frustrated Rape						

Acts of Lasciviousness						
Physical Injuries						
Kidnapping/Serious Illegal Detention						
RA 9208 as amended by RA 10634 (Trafficking in Persons)						
Forms of Child Abuse:						
Child labor (RA9231)						
Child prostitution (RA7610)						
Child pornography (RA9775)						
Anti-Drug (RA 9165)						
Exploitation of Minors to Commit Crimes RA 9344 as amended by RA 10630						
Exploitation of children in situations of armed conflict (RA 7610)						
VAWC (RA9262)						
Other forms of child Abuse (RA7610)						
Other crimes						
Parricide/Attempted/Frustrated						
Neglect/Abandonment						
Sexual Harassment/Assault						
Inducing a Minor to Abandon Home						
Seduction						

Murder						
Attempted/Frustrated Murder						
Abduction						
Homicide/Attempted/frustrated						
Abortion						
Unjust vexation						
Theft/Robbery/Hold-up/Snatching						
Drugs/Substance abuse						
Others, please specify.						
TOTAL						

17. What type and how many crimes have been committed by children in the past 2 years?

Crimes Committed by Children	2012			2013		
	Number of CICL			Number of CICL		
	Total	Male	Female	Total	Male	Female
Rape						
Incestuous Rape						
Attempted/Frustrated Rape						
Acts of Lasciviousness						
Physical Injuries						
Kidnapping						

RA 9208 (Trafficking in Persons)						
Other forms of Child Abuse:						
Child labor (RA9231)						
Child prostitution (RA7610)						
Child pornography (RA9775)						
Anti-Drug (RA9165)						
VAWC (RA9262)						
Other forms of child Abuse (RA7610)						
Other crimes						
Parricide/Attempted/Frustrated						
Sexual Harassment/Assault						
Inducing a Minor to Abandon Home						
Seduction						
Murder						
Attempted/Frustrated Murder						
Abduction						
Homicide/Attempted/frustrated						
Abortion						
Unjust vexation						
Theft/Robbery/Hold-up/Snatching						
Drugs/Substance abuse						
Rebellion						

Illegal possession of firearms						
Others, please specify						
TOTAL						

PART IV: Other Child Protection Related Information

18. Please respond to the following questions, to the best of your knowledge (encircle your answer).

Questions on Child Protection			Response	
1	Does your City/Municipality have 4P's beneficiaries?		Yes	No
	1.1	If yes, how many families are beneficiaries?		
2	Does your City/Municipality have a defined reporting and referral system for child protection cases?		Yes	No
	2.1	If yes, is the reporting and referral system known to the children, families and communities?	Yes	No
	2.2	If yes, is the reporting and referral system known to service providers?	Yes	No
3	Is there a City/Municipal child protection data collection and management system		Yes	No
	3.1	If yes, what agency maintains the data system?		
	3.2	If yes, is the system regularly updated?	Yes	No
	3.3	If yes, is the data used for planning and programming	Yes	No

4	Has your City/Municipality been affected by any natural disaster in the past 12 months?		Yes	No
	4.1	If yes, what type of natural disaster?		
	4.2	If yes, how many households/families were affected?		
5	Has your City/Municipality been affected by armed conflict in the past 12 months?		Yes	No
	5.1	If yes, what was the cause of the armed conflict?		
	5.2	If yes, how many households/families were affected by the armed conflict?		
6	Is there a presence of non-state armed groups in your city/municipality?		Yes	No
	6.1	If yes, does the presence of this group affect the LGU from being able to deliver services?		
7	What local customs, traditions or practices in your city/municipality/province have an impact on the welfare and protection of children?			
	7.1	Would you consider these customs, traditions or practices to have a positive or negative impact?		
	7.2	Are there any customs, traditions or practices in your city/municipality/province that put children at risk of abuse, violence and exploitation?		
	7.3	Are there any common alternatives to the formal justice system (ie: arbitration, settlements) practiced in your city/municipality/province? If so, please explain?		

19. Please make a list of NGOs, CSOs, FBOs, POs, Children/Youth Organizations that work on child protection

Name of CSO, FBOs, PO, Youth/Children's Organisations	Responsible person and designation	Address	Email	Phone number (landlines & mobile)



Annex 2

A COMPREHENSIVE NATIONAL JUVENILE INTERVENTION PROGRAM FRAMEWORK

I. INTRODUCTION

Republic Act 9344 or the Juvenile Justice and Welfare Act of 2006, is an expression of the Philippines' commitment as state party to the Convention on the Rights of the Child (CRC). The same act created the Juvenile Justice and Welfare Council (JJWC), tasked to ensure the law's efficient and effective implementation. Further, at the core of the JJWC's functions is the development of a **3-5 year Comprehensive Juvenile Justice Intervention Program (CJJIP)**. This programme thus, concretizes the intention of the law as well as translates its provisions and principles into action. The following describes a framework for the development of the CJJIP that would serve as guide to the JJWC as well as its counterparts, within the local government systems.

II. LEGAL BASIS

The State's policy to protect the best interest of the child is set forth Section 13, Article II of the Philippine Constitution which provides that "The State recognizes the vital role of the youth in nation-building and shall promote and protect their physical, moral, spiritual intellectual and social well-being. It shall inculcate in the youth patriotism and nationalism, and encourage their involvement in public and civic affairs."

To give effect to the State's declared policy, legislative enactments were promulgated, notably Presidential Decree No. 603 (The Child and Youth Welfare Code), as amended and other policy issuances were issued and adopted. The Philippine Government ratified international legal instruments and committed to implement the international guidelines. Ruling and declarations to codifies and enshrines the rights of the juveniles. Supreme Court En ban A.M. No.

02-1-18-SC entitled: "Rule on Juveniles in Conflict with the Law" was also issued to protect the juveniles from the stigma and behavior of a criminal.

Also, the Medium-Term Philippines Development Plan (MTPDP) 2004-2010 was formulated and states that "The Filipino youth's capacity to actively participate in national development and rightfully claim opportunities for improving their quality of life can be achieved through enhancing their knowledge and skills, and providing them with avenues to lead productive lives."

Under Chapter 2 (Principles in the Administration of Juvenile Justice and Welfare) of Title I of RA 9344, the policies, strategies and courses of action proposed in this document have to conform with certain key principles in order to be fully responsive to the needs of the juveniles. They are the following:

1. Proposed policies, strategies and courses of action must be age-specific
2. They must also be gender-sensitive and responsive to each gender's specific needs
3. Proposed policies, strategies and courses of action must be culturally sensitive, considering the different ethnic, religious and cultural backgrounds that young Filipinos represent
4. They must also be based on , and adhere to, human rights
5. Finally, they must be values-driven, and should promote in young Filipinos a positive and healthy self-image, the love of God, family and country, as well as social responsibility

The programme incorporates the principles of restorative justice whereby the emphasis is on rehabilitation and reintegration rather than retribution for children committing crimes which are punishable by a sentence of six (6) years and below.

It also incorporates principles and procedures provided by international standards like the United Nations Standard Minimum

Rules for the Administration of Juvenile Justice (the Beijing Rules), the United Nations Guidelines for the Prevention of Juvenile Delinquency (Riyadh Guidelines) and the UN Rules for the Protection of Juveniles Deprived of Liberty.

As signatory to the Convention on the Rights of the Child (CRC), it is our obligation to uphold the rights of our children. Time and again, we hear that “a child cannot wait” – a day that a child stays at a detention center or jail is a year in his/her life wasted. A child’s place is in school and with his family, where he is showered with the love and support he needs to live a normal and productive life.

III. FRAME – DESCRIPTION DETAILS

The Comprehensive Intervention Program (CIP) for children in conflict with the law (CICL) operates within a child-focused framework. At the center of the program is the child, as the goals of interventions are the fulfillment of his/her rights and ensuring that he/she is not in circumstances of having conflict with the law. The child is seen in the context of his/her family and the child in the family in the context of the community, which are the child’s support systems. The child, family and community systems are interrelated that disturbances in one affect the others. Thus, the needs and problems of the family and the community are also addressed by the CIP to be able to achieve full development or rehabilitation of the child.

The CIP runs in a continuum, however not linear. While it has three levels, namely, primary, secondary and tertiary, the levels are not hierarchical but are interlinked to address circumstances that place or potentially place the child in conflict with the law. Therefore, interventions may occur individually or in combinations at a time to address the different concerns of the child, the family and the community in terms of their proximity to circumstances that make the child at risk of or in conflict with the law.

Primary interventions are developmental in nature. These are general measures to promote social justice and equal opportunity, which tackle root cause of offending therefore, developing potentials and sustaining strengths of the child, family and community to prevent circumstances of the child being at risk of offending. Interventions are centered on the community as the larger system including its members – the families and their children and individuals – to contribute to general community welfare.

Secondary interventions are preventive and protective in nature. These are measures that assist the child at risk of offending, his/her family and the community with the aim of preventing circumstances that make the child to get in conflict with the law. Interventions are focused on problem areas in the child, family and community, that in resolving such problems, the circumstances of the child would return to a healthy and functioning state.

Tertiary interventions are remedial in nature. The child is in conflict with the law, thus, the interventions aim to restore his/her functioning state, repair the damages created as a result of his/her offense functioning state, repair the damages created as a results of his/her offense and prevent re-offending. Interventions are heavy on the child and his/her immediate support system. The community is helped to support the rehabilitation process of the child and the family.

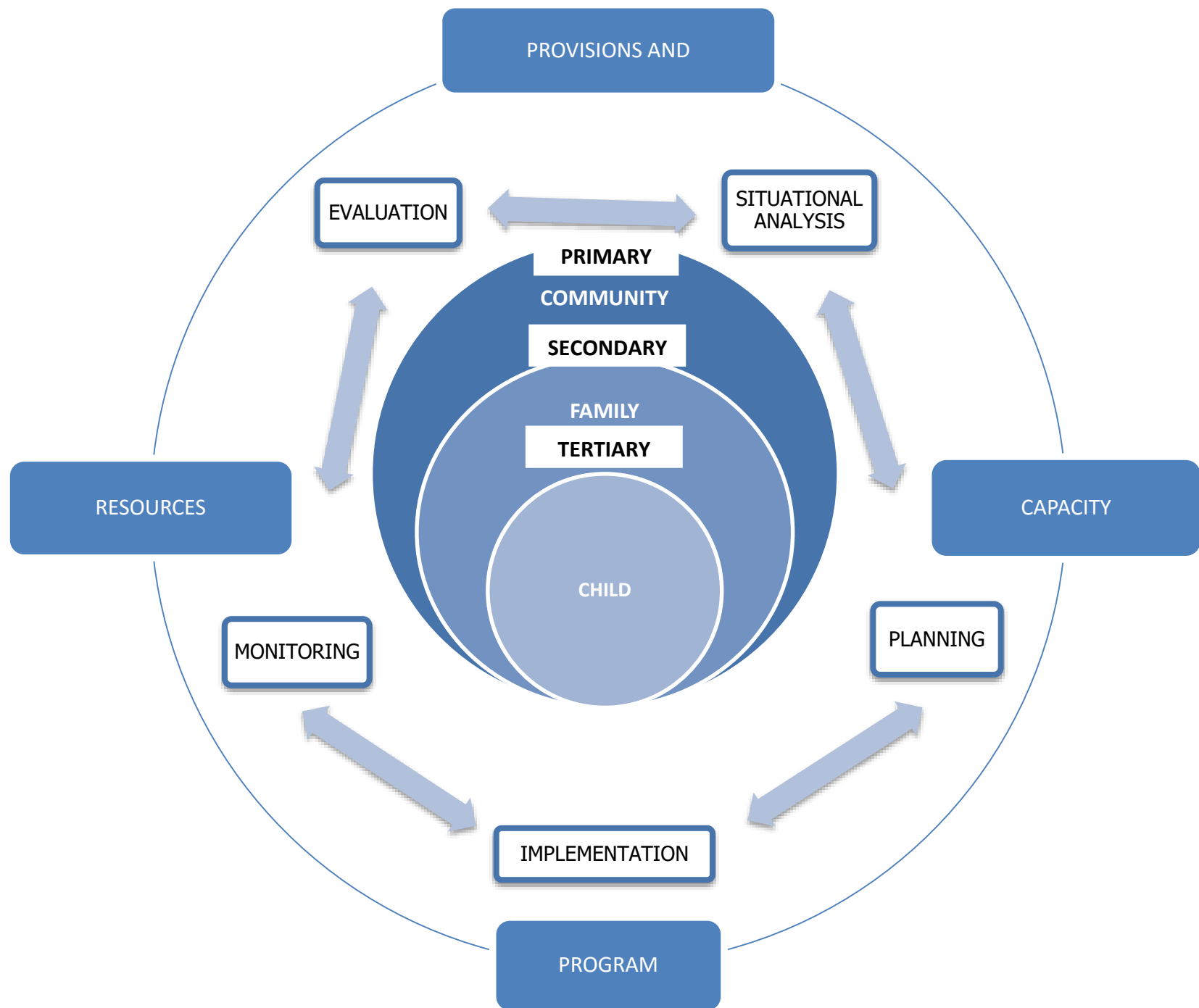
As an intervention program, it goes through a management cycle that recognizes the importance of scientific research and situational analysis, careful planning, quality implementation, systematic monitoring and precise evaluation.

The program management cycle is supported by enabling mechanisms, guided by the provisions in the UN Conventions, principles and rules on juvenile justice and welfare. Providing intervention takes cognizance of timing and length of time of provision, capacity of decision-makers, program planners and providers and the resources needed.

The program is implemented in such a way that interventions are provided at the time these are needed. Thus, it addresses urgency, seriousness and magnitude of the situation. Capacity-building in all areas of program management cycle is critical to achieve the goals of the CIP. Adequate resources (time, personnel, logistics, funding, etc.) are essential elements to successfully manage the CIP.

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IV. PRE-REQUISITE ACTIVITY IN UTILIZING THE FRAMEWORK IN PROGRAMMING

The comprehensive intervention programme requires a definitive set of information and action for both programme planners and implementers; among these are:

- a) **Understanding** and Appreciating CRC and the Juvenile Justice and Welfare Act, its general provisions, principles and the Implementing Rules and Regulations
- b) **Identifying** general population and the individual child translated into individual case studies, data banks, and situation analyses
- c) **Setting** goals and targets
- d) **Making** an inventory of existing (available and accessible) services that address general survival and development needs
- e) **Generating** a menu of corresponding (appropriate and acceptable) services that address particular survival and development needs
- f) **Modifying**, innovating and/or creating other interventions deemed more appropriate and realistic for the child
- g) **Mobilizing** resources
- h) **Identifying** stakeholders that may individually or collectively (including the child) implement the programme, through general or specific projects, services and activities
- i) **Implementing** purposive projects, services and activities
- j) **Creating** a documentation and reporting system
- k) **Reviewing** programme gains and gaps
- l) Reprogramming

- m) Integrating programs and action of the stakeholders

V. MENU OF EXISTING INTERVENTIONS

Generic to all Levels of Interventions

1. Parent Effectiveness Seminar (PES)
2. Empowerment and Reaffirmation of Paternal Abilities (ERPAT)
3. Advocacy Activities for RA 9344 and other related laws on children
4. Awareness raising on the situation and laws on children
5. Training/capacity building of community volunteers
6. Livelihood program for CICL and their families
7. Skills training
8. Life Skills Training
9. Provision of developmental activities e.g. sports, leadership skills, theater arts, character building, religious activities, etc.
10. Accessing to formal and alternative learning education
11. Formation/strengthen people's organization/community watch groups, children/youth organization, existing structures like Local/Barangay Council for the Protection of Children

PRIMARY INTERVENTIONS

1. Early Childhood Care and Development
2. Creation of Youth Resource Center in every municipality
3. Institutionalization of activities on children and youth e.g. congress, camps, summit, for a

4. Health services/ education
5. Accessing of the children to Child and Youth Organization like SK, PYA and church-based organizations, Barangay Children Associations, Children Federation like National Coalition of Children Association of the Philippines (NACCAP) and the National Anti-Poverty Commission – Children and Youth Sector

SECONDARY INTERVENTIONS

1. Organization of youth e.g. Pag-Asa Youth Association and Faith-based organization, Children Association/ Federations
2. Psychosocial intervention such as group/ individual session by the social worker to children at risk
3. Involvement of former CICL in self-help groups as advocates
4. Family therapy to the family of the children at risk
5. Organization of watch groups
6. Development of foster families
7. Establishment of Special Drug Education Center in every province and highly urbanized cities
8. Family Drug Abuse Prevention Program
9. Institutionalize Birth Registration in Barangays

TERTIARY INTERVENTIONS

1. Release on recognizance
2. Temporary shelter
3. Psychosocial and therapeutic programs
4. Financial assistance and support services

5. Organization of peer support groups
6. Diversion program as indicated in RA 9344
 - a. Restitution of property
 - b. Reparation of damaged cause
 - c. Indemnification for consequential damages
 - d. Written or oral apology
 - e. Care, guidance and supervision orders
 - f. Counseling for the CICL and the child's family regarding the law
 - g. Attendance in trainings, seminars and lectures on: anger management skills; problem solving and/or conflict resolution skills; values formation and other skills which will aid the child in dealing with situations which can lead to repetition of the offense
 - h. Participation in available community-based programs including community service
 - i. Participation in education, vocation and life skills programs

VI. INSTITUTIONAL ARRANGEMENTS

The Local Council for the Protection of Children (LCPC) at the provincial, city/municipal and barangay levels organizes and coordinates the activities of each agency towards a holistic and responsive program. Nature and degree of involvement of agencies depends on the level of intervention needed by the child, family and community. Thus, institutional arrangement for CIP implementation should be in place to define roles and responsibilities between and among the agencies involved and areas for collaboration, as follows:

1. Local Government Units

- a. Encourage the participation of all sectors concerned, particularly the child-focused institutions, NGOs, people's organizations, educational institutions and government agencies involved in delinquency prevention to participate in the planning process and implementation of juvenile intervention programs;
- b. Set aside from its annual budget the amount necessary to implement the Local Intervention Program;
- c. Review and assess annually, in coordination with the LCPC, the implementation of the Local Intervention Program. Each LGU shall then submit its assessment to the JJWC through the DILG;
- d. Ensure that no children are admitted or detained in provincial jails;
- e. Establish and strengthen LCPCs/BCPCs;
- f. Set aside and disburse one percent (1%) of the IRA of cities, municipalities and barangays for LCPCs;
- g. Pay a portion of the expenses for the care and maintenance of the child in conflict with the law in accordance with Rule 100.a., in case the parents of the child or those persons liable to support the child cannot pay all or part of said expenses;
- h. Institute community-based programs for intervention, diversion and rehabilitation;
- i. Appoint a duly licensed social worker as its LSWDO, who shall be tasked to assist children in conflict with the law. In provinces, cities or municipalities where there are no LSWDOs, the local chief executive shall immediately appoint a duly licensed social worker as its local social welfare development officer who shall perform the

abovementioned responsibilities. Should the appointment of an LSWDO result in the excess in the budget ceiling for Personal Services, the same shall be justified in accordance with Civil Service policies;

- j. Conduct an inventory and mapping of local resources for children in conflict with the law;
- k. Provide direct services to CICL and their families;
- l. Establish/ put-up youth homes/rehabilitation centers;
- m. Monitor and ensure implementation of CICL programs and coordinate all efforts of local agencies, NGOs, POs and organizations involve in the juvenile intervention programs with locality;
- n. Provide child sensitivity approach/gender sensitivity trainings or other appropriate trainings relative to the treatment and rehabilitation of CICL to person at the local government level handling these children;
- o. Recruitment and development of volunteers, court appointed special advocate or foster families to assist in the treatment and rehabilitation of CICLs; and
- p. Establish referral network at the LGU for CICL.

2. Department of Interior and Local Government

- a. Coordinate with the LGUs, through the Leagues of LGUs, in implementing policies and programs for juvenile intervention, diversion and rehabilitation;
- b. Monitor the compliance of all LGUs as well as the PNP and the Bureau of Jail Management and Penology in the performance of their duties and responsibilities under the Act and report the results of its monitoring and evaluation to the JJWC;

- c. Establish a system of assisting LGUs in the establishment and strengthening of LCPCs;
- d. Monitor the organization and functionality of the LCPCs; and
- e. Conduct of regular capability-building to LGUs for the establishment and strengthening of the functionality of the LCPC.

3. Department of Justice

- a. Conduct of regular seminars and trainings to its prosecutors on the proper handling of cases involving children in conflict with the law;
- b. Train the prosecutors with the assistance of the DSWD on child-sensitivity and gender-sensitivity; and
- c. Appoint/designate Prosecutor to specialize in handling CICL cases.

4. Department of Education

- a. Issue the necessary policies and procedures through department orders and circulars to ensure that public and private schools perform their roles in juvenile intervention and prevention as identified in Rule 20.b;
- b. Provide specialized education in Youth Homes, Regional Rehabilitation Centers for Youth and other facilities where children in conflict with the law are placed under custody pending trial and whose sentences are suspended;
- c. Integrate in the curriculum programs and activities that serve as intervention to prevent children from being in conflict with the law in consideration of the social,

cultural, economic and religious circumstances of the children;

- d. Develop intervention programs for implementation by public and private schools consistent with the National Program as provided in Rule 17;
- e. Develop policies and programs to ensure that children in conflict with the law by virtue of that fact are not subjected to discrimination in schools, both private and public;
- f. Coordinate with TESDA in the formulation of special educational programs and curricula for diversion and rehabilitation of children in conflict with the law;
- g. Provide educational assistance to deserving YOs who are interested to pursue their studies; and
- h. Ensure the enrolment of CICL even with lacking documents such as birth certificate and certificate of good moral character.

5. Department of Social Welfare and Development

- a. Develop and conduct training programs for social workers and other service providers for the effective performance of their duties and responsibilities under the Act and these Rules;
- b. Provide technical assistance to LGUs and NGOs in the development of community-based programs for intervention, diversion and rehabilitation;
- c. Establish and maintain Regional Rehabilitation Centers for Youth (RRCYs). The DSWD shall include in its budget plan the appropriation for the establishment of RRCYs in each region of the country;

- d. Assist LGUs in providing gender sensitivity training and other appropriate trainings relative to treatment and rehabilitation of children in conflict with the law to persons at the local government level handling these children;
- e. In consultation with concerned agencies, develop, review and enhance the standards for Youth Homes to ensure efficiency, effectiveness and accountability in the delivery of quality programs and services for children in conflict with the law who are detained pending trial;
- f. Issue rules and regulations for registration, licensing and accreditation of Youth Homes. The DSWD shall also receive and evaluate applications for registration, license and accreditation of Youth Homes managed by LGUs or NGOs and issue the appropriate certificate when qualified;
- g. Develop new social technologies and enhance existing programs and strategies in handling children in conflict with the law; and
- h. Develop programs and other support interventions to facilitate the recovery and integration of CICL at their families and communities.

6. Public Attorney's Office

- a. Give special training to its lawyers in:
 - i. The management of cases involving children in conflict with the law
 - ii. Using child-sensitive approaches in handling children in conflict the law

- b. Establish a monitoring system on statistics involving children in conflict with the law consistent with the National Juvenile Intervention Program; and
- c. To provide legal assistance to CICL and their families.

7. Commission on Human Rights

- a. Strengthen the monitoring of government compliance of all treaty obligations, including the timely and regular submission of reports before the treaty bodies, as well as the implementation and dissemination of recommendations and conclusions by government agencies as well as NGOs and civil society;
- b. Monitor the Philippine government's compliance to the Convention on the Rights of the Child and ensure that government actions and policies, and the domestic laws are consistent with the Convention on the Rights of the Child;
- c. Guide and advise the JJWC in the implementation of the Act using the rights-based approach, particularly in:
 - i. Collecting relevant information and conducting research and studies on matters relating to juvenile justice and welfare;
 - ii. The conduct of trainings to personnel involved in the administration of the juvenile justice and welfare system;
 - iii. Conduct independent investigations to monitor violations of children's rights in accordance with the Act, which include public hearings on the alleged human rights violations committed against children in conflict with the law; and

- iv. Exercise visitorial powers over jails, prisons, detention facilities and other facilities that have custody over children who are deprived of liberty.

8. National Youth Commission

- a. Include in the formulation and initiation of national policies on youth the prevention of juvenile delinquency and the concerns of children in conflict with the law;
- b. Utilize its established consultative mechanism under Section 10 (c) of RA 8044 in creating a continuing dialogue between the government and the youth sector on the proper planning and evaluation of policies, programs and projects affecting the children, particularly those at risk and in conflict with the law;
- c. Develop youth programs and projects as well as promotion and fund-raising campaigns, as provided in Section 10(j) and (k) of RA 8044 consistent with and in furtherance of the National Juvenile Intervention Program;
- d. Monitor and report acts of discrimination on children in conflict with the law and other violations of the rights of these children; and
- e. Ensure that the Sangguniang Kabataan performs its functions prescribed in the Act and in these Rules.

9. Council for the Welfare of Children

- a. Integrate the objectives of the Act in the formulation of its integrated national policy and long-range programs under Section 4 of E.O. 233 and in the preparation of its policies and programs for the development of children;

- b. Coordinate of efforts of both government and non-government organizations in juvenile intervention and delinquency prevention.

10. TESDA

- a. Integrate in the formulation of the National Technical Education and Skills Development Plan the development of programs for children in conflict with the law;
- b. Fund programs and projects for technical education and skills development of children; and
- c. Assist LGUs in the conduct of skills development programs for children in conflict with the law.

11. Philippine National Police

- a. Conduct special training to its personnel in the management of children in conflict with the law and the proper observance of procedures prescribed by the Act;
- b. Ensure that all police stations in the country have:
 - i. An area where the children taken into custody are kept separate from adult offenders;
 - ii. A separate logbook of all children taken into custody;
 - iii. Personnel who are trained to specially deal with children in conflict with the law; and
 - iv. Have a list of all the persons/agencies that may take custody of the child in conflict with the law in the event the child has no parent/guardian/relative to assume such custody.
- c. Establish a uniform system of:

- i. Reporting of children in conflict with the law who are taken into custody of law enforcement officers; and
 - ii. Maintaining the confidentiality of the records of children in conflict with the law and protecting the identity of these children.
- d. Establish a system of evaluating the efficiency and effectiveness of all police units in the country in handling children in conflict with the law; and
- e. Ensure that all police units in the country establish and maintain close coordination and cooperation with the LCPCs and the LSWDOs in their areas of jurisdiction.

12. Sangguniang Kabataan

- a. Promulgate resolutions necessary to carry out the objectives of the Act in the barangay;
- b. Initiate programs that complement the intervention and diversion programs initiated by the LGUs through the LCPCs as well as those implemented by national agencies;
- c. Create such bodies and committees as it may deem necessary to effectively carry out its programs and activities for juvenile intervention and diversion; and

- d. Consult and coordinate with all youth organizations in the barangay for the formulation of policies and implementation of programs on juvenile intervention and diversion.

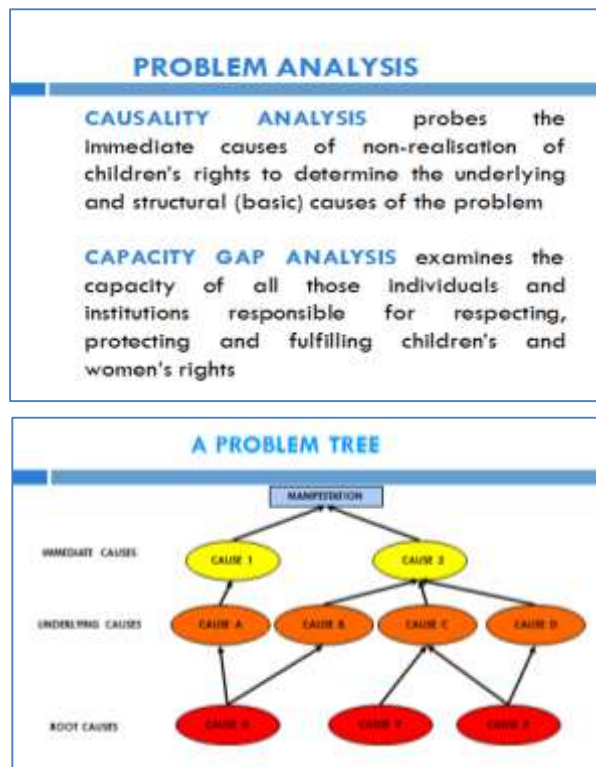
13. Non-Government Organizations

- a. Develop and facilitate program and direct service to CICL;
- b. Participate in program and policy development and implementation;
- c. Facilitate the conduct of research study on juvenile justice, children in conflict with the law;
- d. Monitor and evaluate the implementation of programs and services;
- e. Build and strengthen coalition/network working on CICL and Children in need of special protection;
- f. Participate in strengthening existing structure like BCPC/LCPC through capability building;
- g. Participate in baselining of CICL and data banking;
- h. Participate on establishing and managing Youth Homes;
- i. Advocacy and awareness campaigns; and
- j. Participate in documentation of best practices.

ANNEX 3: PROBLEM ANALYSIS MODELS, APPROACHES AND TOOLS

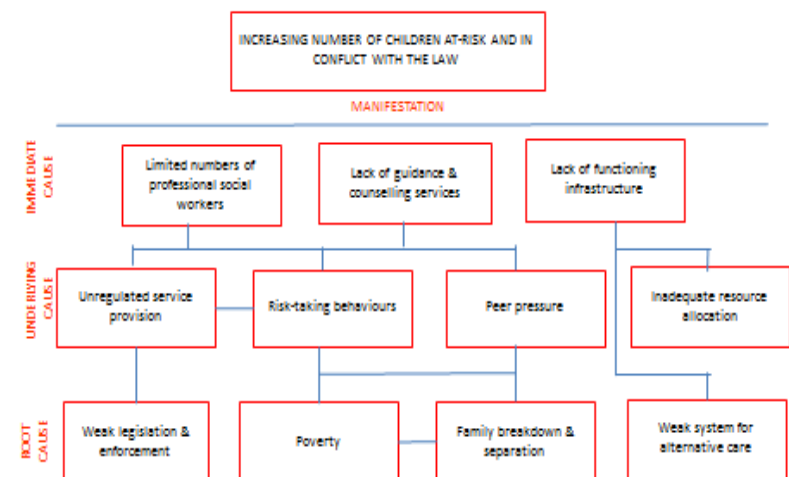
The number of problem analysis models, approaches and tools are provided to guide planners in preparing a Situation Analysis of Children at-Risk and Children in Conflict with the Law.

In rights- and results-based programming, – a causal analysis and a capacity gap analysis are normally used to deepen the analysis of the situation of CAR and CICL.



CAUSALITY ANALYSIS. A causality analysis probes the immediate causes of non-realization of children's rights to determine the underlying and basic/root causes of the problem.

A problem tree can be done to help in the selection of the problems and in making strategic choices about which problem, cause or combination of causes to address. A Conceptual framework is needed to organize the causal tree; without it, doing a problem tree can be muddled.



CAPACITY GAP ANALYSIS. A Capacity Gap analysis examines the capacity of individuals (referred to as duty-bearers) and institutions responsible for the

protection, realization and fulfilment of rights, and, more specifically for these Guidelines, the rights of CAR and CICL.

Accountability is a key human rights principle. In doing a capacity gap analysis, the duty-bearers who have the role and obligation to provide the appropriate interventions – be they decision-makers or service providers – for a particular problem must be identified.

Duty-bearers may lack the capacities to meet their obligations. It is critical to uncover underlying and contributing causes. The capacities of the duty-bearers to meet their obligations in terms of responsibility, authority and resources can be analysed; if they are lacking or if there are gaps in the performance or fulfilment of their roles.

A Capacity Gap Analysis Matrix can be used for this approach.

DUTY BEARER	CAPACITY GAP		
	MANDATE AND AUTHORITY	KNOWLEDGE AND SKILLS	RESOURCES
Ex. Local Chief Executive	Non-recognition of mandate and authority	Lack of awareness and knowledge on the provisions of RA9344	Insufficient funds for local interventions
Ex. Social Worker	Delegation of responsibility to other service providers	Not updated on social service standards and regulations for CAR/CICL	Lack of resource materials for the performance of his/her work

DIAD METHOD AND CHAD POSTING. This approach is innovative and more interactive in maximizing the inputs of a group of participants to the problem analysis process. The identification and prioritization of issues and problems can

be done by participants who will be asked only one question: “What are the emerging issues and problems of children at-risk and children in conflict with law faced by your locality?”

Materials needed for the process: (a) for issue identification – idea/meta cards of different colors; and (b) for prioritization – small, round-shaped color paper

Steps:

1. All participants are to be seated, forming a big circle or square. There should be no tables at the center. Each is asked to get a partner.
2. The pair is given 5 minutes to discuss the focus question. The issues and problems identified and agreed upon should be written on an idea card of one color.
3. Participants are then to be regrouped by merging 2 pairs (increasing the members of one group to 4). The groups are given another 5 minutes with each pair sharing each other’s summary of issues and problems. The new group (of 4) shall discuss and process the result of their discussion according to similarity of issues. The group shall agree on what appropriate word/s and sentence/s are to be used for similar issues and problems. The number of issues may increase or some may be dropped. Another color of idea card shall be used for the summary output of the merged group.
4. The process continues by merging the group of 4 to form a new group of 8. The groups are given 10 minutes, with each group of 4 sharing each other’s summary of issues and problems. The new group, now from 4 members to 8. The same process shall be employed. This new group shall come up with summary outputs to be written on another color of idea card.
5. The same process shall be done until the number of groups is reduced to two. The outputs of the 2 big groups shall be posted on the wall, and be processed by combining similar issues/problems.

6. The participants are then to proceed with prioritization. All participants are given sets of chad colors (5 or more small, round-shaped color paper with back stick). Each color is assigned with a point (e.g. red-10; green 9; pink 8; yellow-7; orange-6; blue-5 and so on). All chad colors shall be posted by the participants, one color for each issue/problem according to priority of their choice.

The number of points shall then be tabulated. The issue/problem with the highest number of points becomes the first priority and so on.

SWOT ANALYSIS. SWOT Analysis is the more conventional and widely used problem analysis tool. It makes use of a matrix to identify the strength, weakness, opportunity or threat to a given condition or situation (and, to evaluate the design a program/project and the realization of its goals and objectives).

- **Strengths:** characteristics of CAR/CICL, their situation or environment that are beneficial or can prove advantageous to the situation of CAR/CICL
- **Weaknesses:** characteristics of CAR/CICL, their situation or environment that are not benefitting or can be disadvantageous to the situation of CAR/CICL
- **Opportunities:** the situation or environment of CAR/CICL that could be exploited to its advantage
- **Threats:** the situation or environment of CAR/CICL that that could be deterrent to improving their situation or could even worsen

SIMPLIFIED CAUSAL ANALYSIS MATRIX

Planners can also have an option to use a simplified causal analysis matrix to summarize and prioritize problems earlier identified in any of the problem analysis approach or method used.

IDENTIFIED PROBLEM	IMMEDIATE CAUSE(S)	UNDERLYING CAUSE(S)	BASIC STRUCTURAL CAUSE(S)

ANNEX 4: SITUATION ANALYSIS REPORT – CONTENT OUTLINE

EXECUTIVE SUMMARY

I. INTRODUCTION	Context of the Situational Analysis Report
II. METHODOLOGY	Process undertaken to collect, analyze and validate data and identification and analysis of problems
III. PROFILE OF THE PROVINCE, CITY OR MUNICIPALITY	General description of the area - geography, topography, demography, socio-economic conditions, income sources/classification, unique and other features
IV. THE SITUATION OF CHILDREN	<p>Demographics – child population, number (and/or percentage) of children at-risk and children in conflict with the law; typology of child protection cases, offenses committed; number (and/or percentage) of crimes committed against/by children</p> <p>Ordinances and Policies for child protection, CAR, CICL</p> <p>Local programs, intervention, services and facilities for child protection, CAR, CICL (child, family, community and victims)</p> <p>LGU and community structures, mechanisms for child protection, CAR, CICL</p> <p>Findings based on Child Protection Survey Tool and other official sources of data</p> <p>Assessment and analysis of the major problems of CAR and CICL</p>
V. CONCLUSION AND RECOMMENDATIONS	<p>Recommendations to address the identified problems and challenges e.g. policies (ordinances, resolutions), plans (strategic approaches)</p> <p>These can help in determining the components and interventions of the CLJIP</p>

ANNEX 5: CLIP RESULTS MATRIX

CLIP RESULTS MATRIX

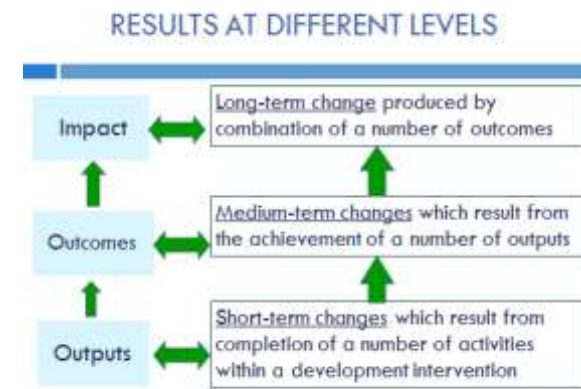
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ANNEX 6: RESULTS MATRIX: DEFINITION OF TERMS, INSTRUCTIONS AND EXAMPLES

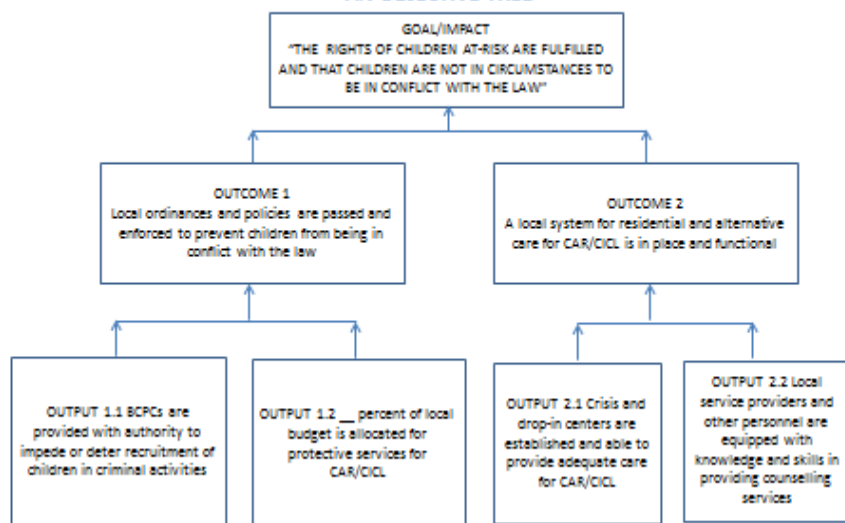
1. A **RESULTS MATRIX** is a logical approach in planning following a logical framework.
 - a. Results are defined using a horizontal logic and the program elements for each result using a vertical logic.
 - b. The hierarchy of results (vertical logic) are the goal/impact, outcome and output.
 - c. The horizontal logic identifies the indicators, baseline and targets, and the corresponding components, interventions or activities.
 - d. A Results Matrix is a tool in formulating the design of the program or plan. It can serve as a guide post for writing the Comprehensive Local Juvenile Intervention Program (CLJIP).
 - e. Annex the Results Matrix to the CLJIP.
2. **RESULT.** A RESULT is a measurable change in a state or condition that is derived from a cause-effect relationship. There are normally three levels of results:
 - a. **GOAL (OR IMPACT)** or the long-term change that shall define the improvement in the lives, situations or conditions of targeted beneficiaries (in the localization of the CNJIP, these should be children at-risk and/or children in conflict with the law);
 - b. **OUTCOME** or the medium-term change that shall define the change in behavior, capacities, skills; it is the result of a combination of outputs; and,

- c. **OUTPUT** or the short-term change that shall define the quantity, quality, and timeliness of goods and services; it results from the completion of a number of activities or the performance of implementers.



3. Preparing an “objective tree” is useful in ensuring that each level of result should contribute to the higher result. An illustration is provided below to show a hierarchy of results and which also transforms an objective into a result statement.

AN OBJECTIVE TREE



4. In formulating a result statement, use change language instead of action language. This means indicating the expected situation/condition at the end of the plan period. Where possible, put the subject at the beginning of the result statement.
5. For example, the traditional way of stating an objective "To ensure that all courts handling cases of children follow child-sensitive procedures" can be transformed into a result statement "All courts handling cases of children follow child-sensitive procedures". Or, it can be stated as "A

child justice system that is child-sensitive and child-friendly capable of adjudicating child cases expeditiously".

6. **INDICATOR.** An INDICATOR is a necessary measurement of evidence of result or progress towards achieving the result at different levels (goal/impact, outcome, output) which can be used for monitoring and reporting. A performance indicator is used to measure an output.
7. An indicator must be clearly stated as this will determine if the implementers (duty-bearers) are on the right track or are doing things right. It is normally expressed in terms of number, percentage, proportion or ratio. Examples of indicators: *infant mortality rate, school enrolment rate, school drop-out rate, number of out-of-school youth, number of children in conflict with the law.*
8. If a result and indicator are qualitative, it is important to give a definition or to provide a set of criteria. For example, "BCPC functionality" must indicate the functionality assessment or criteria used by the Department of the Interior and Local Government - basic, progressive, mature or ideal. Likewise, define terms such as "child-friendly", "child-sensitive", "appropriate behavior".
9. **BASELINE, YEAR, AND SOURCE OF DATA.** Establish the baseline for the indicator, using the latest data prior to the target year of the plan. For example, if your indicator is the "number of children in conflict with the law" and your plan period is 2014-2016, indicate 50 (number), 2013 (year) and DILG (source of data).

10. **TARGET.** There are two kinds of targets that shall be provided in the Results Matrix: (a) the number, percentage or proportion, and the targeted geographic area of location. For (a), set your target for the three-year period of the program/plan and provide a yearly breakdown of the target. For example if in your baseline you have 50 CICL, then you can target zero for the three-year period and target 30 on year 1, 15 on year 2, and finally zero by the third year. For (b), indicate your targeted area, for example “barangay 101”.

11. **COMPONENT, INTERVENTION.** Identify the component or intervention that shall contribute to the achievement of the desired results. The interventions can be general or specific at primary, secondary or tertiary levels. A list of these is provided. Local and innovative interventions can also be identified. Examples of these interventions:

- General interventions - Parent Effectiveness Service, life skills training;
- Primary interventions - Early Childhood Care and Development, creation of Youth Resource Centers in every municipality;

- Secondary interventions - Psycho-social interventions such as group/individual sessions by the social worker for children at-risk; involvement of former CICL in self-help groups as advocates; family therapy for families of children at-risk;
- Tertiary interventions - release on recognizance, temporary shelter, psycho-social and therapeutic programs, financial assistance and support services, organization of peer support groups, diversion program.

12. **RESPONSIBLE LGU OFFICE OR AGENCY.** Identify the “duty-bearer” or the office of the LGU or the local office of a national agency, or an NGO responsible for the particular component or intervention. Note that there can be more than one duty-bearer responsible for a component.

13. **BUDGET AND FUND SOURCE.** Allocate budgetary resources for each corresponding result or component, intervention. Specify the fund source.

CLJIP RESULTS MATRIX (Examples)

PROVINCE/CITY/MUNICIPALITY: _____

GOAL:										
All children in (name of province, city or municipality) are safe and free from violence, abuse, neglect and exploitation by 20__										
All children in (name of province, city or municipality) are not at-risk to be in conflict with the law by 20__										
EXPECTED RESULT (OUTCOME, OUTPUT)	INDICATOR	BASELINE YEAR SOURCE OF DATA	TARGET					COMPONENT INTERVENTION	RESPONSIBLE LGU OFFICE OR AGENCY	BUDGET & FUND SOURCE
			NO. OR PERCENTAGE				GEOGRAPHIC AREA OR LOCATION			
			3 YRS	Y1	Y2	Y3				
OUTCOME 1: Children in conflict with the law in Bahay Pag-Asa are rehabilitated and prevented from re-offending	No. of CICL in Bahay Pag-Asa rehabilitated	50 2012 PNP DSWD	50	30	40	50	Bahay Pag-Asa, Bgy. 101	Intensive Juvenile Intervention and Support Center	CSWDO	P1,000,000 LGU IRA
OUTPUT 1.1 Guidance counselors, social workers and other members of the Multi-Disciplinary Team in Bahay Pag-Asa acquire refresher courses to upgrade their skills in case management and intensive interventions	No. of MDT members who undergo at least 2 skills training in case management and intensive interventions	0	15	15	-	15	Bahay Pag-Asa, Bgy. 101	Capacity Building	CSWDO	P200,000

ANNEX 7: CLJIP PLAN – CONTENT OUTLINE

I Introduction	Background and rationale for the plan. National policy framework and local legislative measures/ordinances.
II Major Problems and Challenges Confronting Children at-Risk (CAR and Children in Conflict with the Law (CICL)	A brief summary from the Situation Analysis Report. Conditions of CAR and CICL and analysis of the problems confronting them.
III Goals and Expected Results	Overall goal to reflect the expected improvement of CAR/CICL over a period of time. Expected programmatic results.
IV Program Components	Strategies and interventions and their description. A menu of general, primary, secondary and tertiary interventions is provided in a separate list.
V Local Referral Network and Coordination Mechanisms	Structures and mechanisms at the local level
VI Monitoring and Evaluation	A description of the M&E scheme to include the monitoring and reporting process flow, the mechanisms and requirements for periodic program reviews. Reference to use of Results and Performance Monitoring Tool.
Annex I – Results Matrix	

ANNEX 8: LOCALIZATION of the CNJIP PROGRAM STRATEGIES

Development of Model Local Juvenile Intervention Programs. Local juvenile intervention programs which are relevant and responsive to the diverse needs and strengths of the local governments and their target CICL and CAR population will be developed and implemented by the LGUs through the technical assistance of the JJWC/RJJWC member-agencies. These practical models of local juvenile intervention programs will cover the entire continuum of juvenile intervention services from primary, secondary or tertiary intervention or from prevention, to diversion, to rehabilitation and reintegration.

Advocacy. Local advocacy and communication strategies will be pursued to mobilize support from local policy and decision-makers to families and communities in the prevention of juvenile delinquency. This shall form part of the primary intervention of the LGU. The communications plan of the LGU will provide for the development of local IEC and advocacy materials.

Capacity Building. Capacities of local implementers in evidence-based program planning, program management and evaluation will be strengthened through the conduct of trainings and workshops. Specialized skills will also be strengthened in relation to specific program types or models that they will develop and test within their LGUs.

Local Juvenile Justice Information System. This will be installed to respond to the need for **evidence-based program planning, management and evaluation** from different levels of intervention and administration at the local government. The local juvenile justice information system will allow the LGUs to regularly **update the local profile of the CICL and CAR** in their jurisdiction, identify the needs of the target sector and maintain a directory of resources within their communities. The establishment of this information system is also in compliance with the mandatory registry of CICL required under R.A. 9344 as amended.

Development of a Local Referral Network and Mechanism. This localization program will highlight the multi-disciplinary and collaborative approach in the implementation of local juvenile intervention programs. The LGUs will be assisted to strengthen their existing juvenile justice networks or establish a network for those without existing mechanisms for referral and collaboration.

Monitoring and Evaluation. The localization program will be regularly monitored using the monitoring and evaluation tools that will be developed based on the CLJIP results matrix.

ANNEX 9: MENU OF EXISTING INTERVENTIONS

A. GENERAL - ALL LEVELS OF INTERVENTIONS

- Parent Effectiveness Service (PES)
- Empowerment and Reaffirmation of Paternal Abilities (ERPAT)
- Advocacy activities on RA 9344 and other related laws on children
- Awareness-raising on the situation and laws on children
- Training/capacity building of community volunteers
- Livelihood program for CICL and their families
- Skills training
- Life Skills training
- Provision of developmental activities e.g. sports, leadership skills, theatre arts, character building, religious activities, etc.
- Institutionalization of formal and alternative learning education
- Formation/strengthening of peoples' organizations/community watch groups, children/youth organizations, (existing) structures like Local/Barangay Councils for the Protection of Children

B. INTERVENTIONS AT SPECIFIC LEVELS

PRIMARY INTERVENTIONS

- Early Childhood Care and Development
- Creation of Youth Resource Centers in every municipality
- Institutionalization of activities on/for children and youth e.g. congress, camps, summits, for a
- Health services/education

- Access of children to Child and Youth Organizations like SK, PYA and church-based organizations, Barangay Children Associations, Children Federations like the National Coalition of Children Association of the Philippines (NACCAP) and the National Anti-Poverty Commission – Children and Youth Sector
- Value formation activities
- Family Drug Abuse Prevention Program
- Institutionalization of Birth Registration in Barangays

SECONDARY INTERVENTIONS

- Organization of youth, e.g. Pag-Asa Youth Associations, faith-based organizations, children associations/federations
- Psycho-social interventions such as group/individual sessions by the social worker for children at-risk
- Family therapy for families of children at-risk
- Organization of watch groups
- Development of foster families
- Establishment of Special Drug Education Centers in every province and highly urbanized cities
- Barkada sa Barangay
- Youth Facilitators
- Reach-out Project for street children and other children-at-risk
- DepEd ALS program for out-of-school children and youth
- Conditional cash transfer programs for children and youth of indigent families
- Education assistance to children-at-risk

TERTIARY INTERVENTIONS

- Release on recognizance
- Temporary shelter
- Psycho-social and therapeutic programs
- Financial assistance and support services to families of CICL
- Organization of peer support groups among CICL and former CICL
- Diversion program as indicated in RA 9344 as amended
- Restitution of property
- Intensive Juvenile Intervention and Support Center (IJISC)
- Reparation of damaged cause
- Indemnification for consequential damages
- Written or oral apology
- Care, guidance and supervision orders
- Counselling for the CICL and the child's family regarding the law
- Attendance in trainings, seminars, and lectures on: anger management skills; problem solving and/or conflict resolution skills; values formation and other skills which will aid the child in dealing with situations which can lead to repetition of the offense
- Participation in available community-based programs including community services
- Participation in education, vocation and life skills programs and other positive youth development programs

ANNEX 10: SIFTING: STRATEGIES AND ACTIVITIES

	LEGISLATION POLICY FORMULATION	GOVERNANCE	CAPACITY BUILDING	ADVOCACY	SERVICE DELIVERY	MONITORING AND EVALUATION
NATIONAL	Development and issuance of Revised Implementing Rules and Regulations	Incentive and awards for PMT & LCPC		Development of IEC Materials		Compliance monitoring of LCPC
	Development of guidelines for CNJIP localization			Awareness raising on the situation of children and related laws		
LOCAL	Development of CLJIP	Convene LCPC to gain support	Family development session	Continuous advocacy campaigns	Psycho-social and therapeutic interventions	Strengthen M&E of program implementation
	SP/SB adoption of CLJIP	Establishment and strengthening of LCPCs	Intensive life skills training	Promote family planning scheme	Livelihood programs	Conduct of annual program review
			Vocational technology training		Financial assistance	
PRIVATE SECTOR		CSO/NGO engagement (include as members of PMT)				

A STRATEGY is a common approach that can be undertaken to achieve one or more goals under conditions of uncertainty. “It is also about attaining and maintaining an advantageous position of emerging possibilities rather than committing to any specific or fixed plan designed at the outset.”³

A PROGRAM is a broad set of planned projects while a project identifies a number of specific activities. A program or a project can have several strategies and each strategy can have several activities.

For example: A project can be entitled “CLJIP LOCALIZATION” and it can be categorized as LEGISLATION AND POLICY FORMULATION strategy. Activities under this strategy and project are development of CLJIP, SP/SB adoption of CLJIP.

Strategies can be categorized as a result of causal modeling. A SIFTING process can be done to distinguish strategies from activities and projects.

For participants to understand the SIFTING, the facilitator assists in posting each of the strategies by categorizing as national, local or private sector (vertical) and by strategy such as legislation/policy formulation, governance, capacity building, advocacy, service delivery, monitoring and evaluation (horizontal). Take note that there are strategies that can be addressed or handled by both the national and local or by local and private sectors.

³ Definition derived from Wikipedia

ANNEX 11: CLJIP PROJECT LIST TEMPLATE

Project No.	Project Name & Brief Description	Proponent	Estimated Cost

ANNEX 12: PROJECT BRIEF TEMPLATE⁴
WITH INSTRUCTIONS AND GUIDE QUESTIONS
(Reference – Box 6, Page 87 of DILG Harmonization Guidelines)

Name and Type of Project	State the working name of the project. Indicate the category of the project (infrastructure and other physical capital, public and private institutions, social, local economic development, environmental management, others)
Description	Provide a short description of the project. If possible in 2-3 sentences
Program Components	State the different components of the project. Provide the indicative duration of each component. <ul style="list-style-type: none"> • <i>What places, activities, and groups in the same area are targeted by the project?</i> List the things that need to be done to produce the desired output <ul style="list-style-type: none"> • <i>Is a formal feasibility/ design study required?</i> • <i>Who would manage implementation?</i> • <i>What complementary measures are needed to ensure project success or reinforce the intended effects?</i> • <i>Who would manage implementation?</i>

Proponents	Indicate the proponent or proponents of the project.
Justification	Rationale/ objective derived from the CLUP/ CDP Indicate the issue being addressed as identified in the plan <ul style="list-style-type: none"> • <i>What indicators of development does the proposed project address?</i> • <i>On what other places is the project likely to have an effect, and how?</i> • <i>What social and economic activities in what locations are likely to be affected by the project, and how?</i> • <i>In what way, if any, is the proposed project related to other planned or on-going area development activities?</i>
Intended Beneficiaries	Identify the intended beneficiaries of the project – population sector or geographical area. <ul style="list-style-type: none"> • <i>Specify how boys and girls or specific areas will be benefited</i>
Estimated Cost	Indicate the amount of implementation funding required. Classify into human power, materials, equipment, etc. by activity component, where applicable and in pesos if possible) <ul style="list-style-type: none"> • <i>Materials _____</i>

⁴ DILG MEMORANDUM CIRCULAR No. __: **GUIDE TO COMPREHENSIVE DEVELOPMENT PLAN (CDP) PREPARATION FOR LOCAL GOVERNMENT UNIT, 2009**

	<ul style="list-style-type: none"> • <i>Human Resources (Labor)</i> _____ • <i>Equipment</i> _____ • <i>Etc.</i> _____ <p>TOTAL Php _____</p> <ul style="list-style-type: none"> • <i>What is the likely funding source?</i> • <i>Is the project expected to be financially self-sustaining?</i>
Program Term	Indicate the duration, number of years of the project.
Target Output/Success Indicators	<p>Indicate target output, corresponding success indicators and means of verification. Quantify if possible.</p> <ul style="list-style-type: none"> • <i>What complementary measures are needed to ensure project success or reinforce the intended effects?</i> • <i>Will the project lower transaction cost?</i> • <i>Will the project reduce barriers to participation?</i>

	<ul style="list-style-type: none"> • <i>Will the project increase local area employment?</i> • <i>Will the project increase income multiplication?</i> • <i>What will be the public revenue and expenditure impacts of the project?</i> • <i>Is the project meant to improve area socio-economic performance in any other ways?</i>
Possible Risks	<p>Possible Risks or External Factors that Could Frustrate the Realization of the Project</p> <ul style="list-style-type: none"> • <i>May be natural, social, economic, etc.</i>
Expected Private Sector Response	<p>Specify desired private sector participation, e.g., investments</p> <p><i>What are the expected responses by the private sector and other stakeholders to the changes that will result from the project?</i></p>

ANNEX 13: AIP SUMMARY FORM TEMPLATE

AIP Summary Form

CY ____ Annual Investment Program (AIP)

By Program/Project/Activity by Sector

As of _____

Name of Municipality/City/Province: _____

[illegible]

ANNEX 14: SUMMARY REPORT TABLE: SITUATION OF CAR AND CICL

YEAR COVERED BY REPORT: _____

INDICATOR	BASELINE DATA (Latest prior to year covered by report)		CURRENT DATA (Year of report)		INCREASE/DECREASE (Comparison of data - current year and baseline)		
	Male	Female	Male	Female	NO.	PERCENTAGE	
Child population							
Total # of CICL							
# of CICL under community-based intervention program							
# of CICL under center-based intervention program							
# of CICL who underwent diversion program							
# of CICL above 12 years up to 15 years who committed a SERIOUS CRIME under Sec. 20-A of RA 9344 as amended by RA 10630							
Total # of Children at-risk (CAR)							
# of street children (CAR)							
# of child laborers (CAR)							
# of abandoned children (CAR)							
# of children victims of sexual abuse (CAR)							
# of children victims of physical abuse (CAR)							
# of neglected children (CAR)							
# of children with disabilities (CAR)							
# of children reported for violation of status offenses (CAR)							
# of children reported for violation of local ordinances (CAR)							

ANNEX 15: CLIP RESULTS AND PERFORMANCE MONITORING REPORT MATRIX

PROVINCE/CITY/MUNICIPALITY: _____

YEAR COVERED BY REPORT: _____

EXPECTED RESULT	INDICATOR	TARGET	ACTUAL ACCOMPLISHMENT		COMPONENT INTERVENTION	RESPONSIBLE LGU Agency NGO Designated position	BUDGET ALLOCATION (in Phil Peso)	FUNDS EXPENDITURE (9)		REMARKS
		No. &/or % Area	Difference: Actual Accomplishment-Target (Col. 4-3 = Col. 5)					Difference: Funds Expenditure-Budget Allocation (Col. 9-8 = Col. 10)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
Outcome 1:										
Output 1.1										
Output 1.2										
Outcome 2:										
Output 2.1										
Output 2.2										
Output 2.3										
Outcome 3:										
Output 3.1										

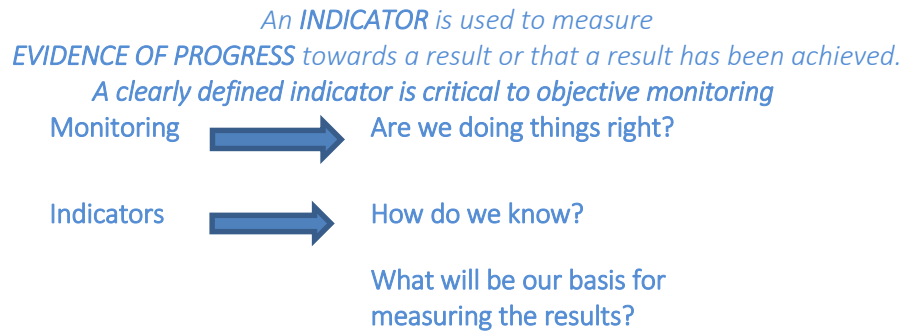
Prepared by: LPMT Secretariat

Approved by: LPMT Head

A CLJIP Results and Performance Monitoring Report Form is prepared to facilitate easy reporting and monitoring of the CLJIP Plan. A report form shall be prepared by the Local PMT for submission to the LCPC and the LCE.

A Copy of the Report Form shall be submitted to the DILG Regional Office and DILG through their respective regional focal persons.

As a monitoring tool, it is important that the indicator be clearly defined, the baseline data established, and the target clearly set.



GUIDELINES FOR THE CLJIP RESULTS AND PERFORMANCE MONITORING REPORT MATRIX:

1. Fill out the CLJIP Results and Performance Monitoring Report Form prior to or at the beginning of the year to be covered by the report. Indicate the year covered by the report.
2. The following shall be derived from the CLJIP Results Matrix and transcribed in the appropriate column of the CLJIP Results and Performance Monitoring Report Form:

CLJIP Results and Performance Monitoring Report Matrix	CLJIP Results Matrix
Column 1	Expected Result
Column 2	Indicator
Column 3	Target - No. &/or %, Area
Column 6	Component/Intervention
Column 7	Responsible LGU, Agency, NGO (include designated position)
Column 8	Budget Allocation – in Philippine Peso

3. At the end of the year, or immediately afterwards, complete the following:

Column 4	Actual Accomplishment	Indicate the Actual Accomplishment for the year covered by the report in Col. 4.
Column 5	Difference: Actual Accomplishment-Target (Col. 4-3 = Col. 5)	<p>Determine if the target was accomplished.</p> <p>Actual Accomplishment (Col. 5) minus the Target (Col. 3) = the Difference.</p> <p>Put the difference in Col. 5.</p> <p>A shortfall of Actual Accomplishment from the Target is negative; while an Actual Accomplishment more than the Target is positive.</p>
Column 9	Funds Expenditure	Indicate the Funds Expenditure in Col. 9.
Column 10	Difference: Funds Expenditure-Budget Allocation (Col. 9-8 = Col. 10)	<p>Determine if funds were spent according to the budget allocated for the particular component or intervention.</p> <p>Funds Expenditure (Col. 9) minus Budget Allocation (Col. 8) = the Difference. Put the Difference in Col. 10.</p>
Column 11	Remarks	Indicate any useful information pertaining to the data. It can include important explanations or reasons for achievement, under-achievement or non-achievement of the target.

ANNEX 16: CLIP ANNUAL REPORT – CONTENT OUTLINE

	Executive Summary	
I.	Update on the Situation of Children at-Risk and Children in Conflict with the Law	Summary Report Table – Status of CAR/CICL Major and continuing challenges confronting CAR/CICL
II.	Progress: Achievement of Goal, Expected Results and Targets	Progress and analysis of achievement /non-achievement of goal, expected results and targets
III.	Program Performance <ul style="list-style-type: none"> a. Component and Interventions b. Budget and Expenditure c. Localization Process 	Achievements and facilitating factors Gaps, constraints and continuing challenges and the hindering factors Reference to Results Matrix Outcome/Output
IV.	Conclusion and Recommendations	Recommendations that can guide the formulation of the following year's work plan
	Annex I: Results and Performance Monitoring Report Matrix	