

Assistance to Programs and Initiatives to Reform Education (ASPIRE)

Grants Application Guidelines Fiscal Year 2017-2018

Introduction

A robust education sector for the Philippines consists of both relevant, effective, and viable private schools and quality public schools. While it is the government's responsibility to provide free public education as a constitutional right, private educational institutions play a necessary complementary role for the country to achieve its education goals.

In Executive Order No. 156 that constituted the Fund for Assistance to Private Education (FAPE), a trust fund, and created the Private Education Assistance Committee (PEAC), trustee to manage the Fund, considerations were identified to guide decisions in granting funds to programs and projects of assistance to the private education sector, to wit:

- a. The project's contribution to improvement in the quality of Philippine education;
- b. The project's relation to a field of study or specialization of high priority for national growth;
- c. The significance of the contribution and potential contribution through the project, of the applying institution or association to educational needs in a specific geographic area or region in the Philippines;
- d. The amount of funds requested for the project as consistent with Fund assistance to as many institutions as possible; and
- e. An assessment of the institution's or association's past and current efforts to improve the quality of its education and that of its planning for the future.

Activities for Funding Assistance

The activities below are eligible for funding assistance. Implementation of the activities should be within the fiscal year of the application for the grant.

1. Training and Professional Development

The PEAC shall support training and professional development activities for education practitioners in the private schools that contribute to the school improvement efforts of private schools. The PEAC encourages that proposed training activities for funding be open to all private schools, including non-affiliated schools of the proponent.

2. Public Policy Development and Advocacy

The PEAC shall support public policy development and advocacy activities, such as policy research, consultations, presentations, government relations, and coalition building, to ensure critical engagement with government and other sectors, and to promote a policy environment that supports the development of private education.

3. Institutional Development

The PEAC shall support institutional activities that involve all member-schools or associations such as national conferences that address the educational needs of members and aim to maintain and sustain networks that strengthen the associations.

Eligibility Criteria for Proponents

The proponent is a private educational association that has been in existence for at least three (3) years. It has a credible track record in pursuing the improvement of its members and in responding to the educational needs of their region or specialization that contribute to the development of the private education sector and/or the improvement in the quality of Philippine education.

Application Requirements

- Cover letter signed by the President of the association
- Fully accomplished online grant application form (project proposal cover) with complete attachments in the prescribed formats:
 - Project proposal (refer to Project Proposal Guidelines)
 - Work plan (or copy of the program for trainings, conferences, and similar activities)
 - Proposed budget
- List of member-schools/associations (names, addresses, and contact details)
- Photocopy of SEC Registration
- Photocopy of BIR Registration (BIR Form 2303)
- Photocopy of BIR Tax Exemption Certificate, if applicable

All forms and attachments should be submitted in two (2) hard copies and a soft copy to the PEAC National Secretariat. The ASPIRE Vetting Committee may also request other requirements from the proponents.

Criteria for Assessing Proposals

All proposals will be evaluated by the Vetting Committee based on the following:

Proposal

The Vetting Committee will look into several aspects of the proposed project, namely: Target Beneficiaries; Coverage; Rationale and Objectives; Targets, Outcomes, Outputs; Implementation and Management Plan; Monitoring and Evaluation Plan; and Budget.

Organizational Capacity and Past Performance

For first-time applicants, the Vetting Committee will consider the proponent's experience in implementing similar projects. For proponents who received grants from the PEAC previously, the compliance of the proponent with the program guidelines will be reviewed.

Deadline for Submission of Proposals

Proposals must be sent to the PEAC Secretariat no later than May 31, 2017.

Evaluation of Proposals

The ASPIRE Vetting Committee is an ad hoc committee chaired by the Executive Director of the PEAC National Secretariat and with members appointed by the Private Education Assistance Committee (PEAC). It is tasked to review the proposals received for funding assistance based on the given criteria and recommend to the PEAC for approval the amounts to be granted to favorably reviewed proposals.

Funding Assistance Coverage

To provide assistance to as many eligible associations and organizations as possible, funding assistance shall be limited to the following expense items:

1. Honoraria for project consultants, resource persons, and support staff
2. Travel and board lodging expenses for project consultants, resource persons, and support staff
3. Reproduction expenses for main project materials

The actual funding assistance to be provided to favorably reviewed proposals may not cover all these items in cases when the number of proposals and the amount based on the above are more than the total funding assistance available.

Execution of Grant

Successful proponents will be notified and the list of projects to be funded will be announced in the PEAC website.

Final Report and Liquidation of Assistance

Associations provided funding assistance shall submit a final report within one calendar month after the completion of the project, including photocopies of the attendance and outputs as attachments. A liquidation of funding assistance received shall also be submitted, including official receipts or photocopies thereof (in case the assistance covered only partial amounts of the expense), to the PEAC National Secretariat.