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| **Date Submitted** |  | |
| **Implementing Office & Focal Officer** | NAME, Position/Designation of Focal Person  Division  NAME, Director  Office | |
| **Intermediate Outcome and No.** | OUTCOME Number and Title: | |
| **Activity No.** | *(Budget Line Item)* | |
| **Activity Title** |  | |
|  |  | |
| **Implementation Dates** | Actual |  |
| Target Completion Date | End of project |
| Travel days/Pre- and Post- Activities |  |
| **Rationale** *(Background, theory of change and motivation of the initiative)* |  | |
| **Objective** | **General:** *(overall alignment with CHR Strategic objective and GAD Plan)*  **Specific:** *(alignment with project objective)* | |
| **Activity Description** *(Actual design, methodology, description of specific activities target participants/partners and who will benefit to the initiative)* | *(Proposed Initiative may be designed in parts or in tranches)* | |
| **Expected Outputs and Results** *(Provide expected outputs for each activity indicated)* |  | |
| **Nature of Activity** | *Please tick box beside the word that best describes the nature of activity*  **√** Meeting € Research trip √Training/Workshop/Webinar  **€** and/or **Others** (*pls. specify) E.g.: Hiring of Technical and Administrative Personnel* | |
| **GESI plan**  *(Include plans, methodology, strategy and process on how to mainstream gender equality and social inclusion in the proposed initiative)* | ***(GUIDE QUESTIONS*** *to facilitate integration of GAD perspective in the proposal)*   1. *How does the proposal build on and took into consideration the CHR’s mandate as the country’s Gender Ombud?* 2. *How does GAD mainstreamed/incorporated in the project design?* 3. *Does the proposal include gender-responsive objective/s?* 4. *Are there gender issues that the proposal hopes to address?* 5. *How will the proposal ensure gender-sensitive outputs and outcomes, and ascertain long-term positive impact on women’s lives and welfare?* 6. *How will the proposal attain its GAD goals within the project time frame and budget?* 7. *How will the proposed activities ensure women’s participation and account their contribution to the success of the project?* 8. *Is gender sensitivity mainstreamed in the implementation process and conduct of the proposed activities?* 9. *How will the activities/strategies contribute to the achievement of gender equality results?* 10. *What is the strategy plan to sustain the GAD efforts through the proposed initiative? How can it contribute to the CHR’s GAD Plan and strategy?* | |
| **Sustainability and Exit Strategy**  *(Plan of action on how to continue and sustain the initiative after the project. This may cover long-term outcomes)* |  | |
| **Project Management and Operations** | *(PMD portion for project monitoring and operations)* | |

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| **ITEM** | **GOJUST HR EST. BUDGET DETAILS** | | | | **COUNTERPART EST. BUDGET** | | | | |
| **Day/ Mo** | **Pax/ Qty** | **Unit Cost** | **Proposed Budget** | **CHR/**  **OTHER**  **PARTNERS** | **Day** | **Pax/Qty** | **Unit Cost** | **Proposed Budget** |
| **[4002]** Honorarium  *(Fees for RPs, Documenters, Facilitators or any technical services for specific activities)* |  |  | Php | **Php**  **EUR** |  |  |  |  |  |
| **[4002]** Professional Fee / Consultancy  *(Fees for long-term technical specialists)* |  |  | Php | **Php**  **EUR** |  |  |  |  |  |
| **[4009]** Per Diem  *(daily subsistence allowance for CHR employees during official travels outside NCR)* |  |  | Php | **Php**  **EUR** |  |  |  |  |  |
| **[4014]** Catering / Meeting Package Only  *(food/meals to be served in relation to the activity)* |  |  | Php | **Php**  **EUR** |  |  |  |  |  |
| **[4008]** Accommodation  *(hotel lodging in relation to the activity)* |  |  | Php | **Php**  **EUR** |  |  |  |  |  |
| **[4007]** Airfare  *(official trips via airplane in relation to the activity.)* |  |  |  | **Php**  **EUR** |  |  |  |  |  |
| **[4007]** Transportation  *(official trips via bus, shuttle, boat etc. in relation to the activity)* |  |  |  | **Php**  **EUR** |  |  |  |  |  |
| **[4005]** Communication  *(prepaid phone or load credits for official coordination and online activities in relation to the initiative)* |  |  |  | **Php**  **EUR** |  |  |  |  |  |
| **[4003]** Supplies/ Materials  *(things to be purchased or procured in relation to the activity)* |  |  |  | **Php**  **EUR** |  |  |  |  |  |
| **[4004]** Printing  *(production of knowledge products developed in relation to the activity)* |  |  |  | **Php**  **EUR** |  |  |  |  |  |
| **[4011]** Rental Expenses  *(other non-technical services hired or rented in relation to the activity)* |  |  |  | **Php**  **EUR** |  |  |  |  |  |
| Other Operating Expenses  **[PMD portion]**  *(Expenses for Project operation and management undertaken by PMD in relation to the activity)*  **[4002-4014]** |  |  |  | **Php**  **EUR** |  |  |  |  |  |
| **GRAND TOTAL** |  |  |  | **Php**  **Eur** |  |  |  |  |  |

*Exchange Rate:* ***1EUR = 55.26 in PhP \*\*\*****(This may vary depending on the currency of the grant and the current exchange rate)*

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| **Implementing Office** | **Project Management Office** |
| Proponent:  **NAME**  Director, Office | Assessed and Recommended for Approval by:  **PRINCESS S. MOLLENO**  Chief, PMD |
| Certified Included in the approved project WFP: | Endorsed by: |
| **NAME**  GJ2 Technical Assistance Team | **ATTY. JACQUELINE ANN C. DE GUIA** or **FOCAL COMMISSIONER**  Executive Director / Focal Commissioner |
| Approved by: | |
| **NAME**  Focal Commissioner for the Project | **NAME**  Head / Coordinator, FUNDING INSTITUTION |

PROJECT LOGO

This CHR initiative is supported under the ***(name of the project).***

A ***(duration/number of years)*** \_\_\_-year collaboration project with the ***(name of funder)*,**

for the period ***(implementation date).***