



Republic of the Philippines
Department of Environment and Natural Resources

Visayas Avenue, Diliman, Quezon City, 1128

Tel. Nos. (632) 8929-66-26 to 29 (632) 8929-62-52

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MEMORANDUM

FOR : **THE UNDERSECRETARY**
Policy, Planning and International Affairs

THRU : **THE ASSISTANT SECRETARY**
Policy, Planning and Foreign-Assisted and Special Projects

FROM : **THE DIRECTOR**
Foreign-Assisted and Special Projects Service

SUBJECT : **CY 2023 CALL FOR PROPOSALS FOR SPECIAL PROJECTS**

This pertains to the annual call for proposals for Special Projects Funds of the Foreign-Assisted and Special Projects Service (FASPS).

FASPS will be accepting project proposals from various DENR offices and partner stakeholders for inclusion in the Special Projects Funds for 2024. The Special Projects are the Department's locally-funded projects which are short term or an interim undertaking that address specific issues in the ENR sector. The call for proposals will support the implementation of the approved 2021-2040 Environment and Natural Resources (ENR) Framework Plan of the Department.

In this regard, attached for your signature is the draft Memorandum to all the Regional Executive Directors, Bureau Directors and Heads of Attached Agencies calling for the submission of proposals for Special Projects Funds.

For your information and consideration.

(Signed)
AL O. OROLFO, Ph.D.



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MEMORANDUM

TO : ALL REGIONAL EXECUTIVE DIRECTORS
ALL BUREAU DIRECTORS
ALL HEADS OF ATTACHED AGENCIES

FROM : THE UNDERSECRETARY
Policy, Planning and International Affairs

SUBJECT : CY 2023 CALL FOR PROPOSALS FOR SPECIAL PROJECTS

The Foreign-Assisted and Special Projects Service (FASPS) is now accepting submission of project proposals for funding under the Special Projects Funds.

The Special Projects refer to the DENR Central Office locally-funded projects which are not the regular activity of the Department that address specific critical issues or anticipated needs in the ENR sector with a minimum duration of one (1) year up to two (2) years, and with the following considerations:

- The proposal directly supports the current priority thrusts and directions of the Department and to the 2021-2040 ENR Framework Plan;
- It is not a duplication of any on-going or completed projects in terms of area coverage and corresponding activities;
- Must have an identified sustainable mechanism i.e., it has the ability to continue whether through policy advocacy, institutional capacity building, or replication of similarly related projects;
- With a proposed project cost of up to PhP 2 million; and
- Eligible expenses cover the Maintenance and Other Operating Expenses (MOOE).

Please be guided by the attached Special Projects Info sheet based on the Department Memorandum Circular (DMC) No. 02 series of 2016, also known as the “Revised Guidelines and Procedures on the Appraisal, Selection, and Approval of Project Proposals Submitted to the Central Office for Funding as Special Projects”.

Below are the requirements:

- Proposal prepared in a Prescribed Template (Annex A) with a Logical Framework;
- Duly accomplished Appraisal and Evaluation Form (Annex B) by the Planning Division/Section; and
- Endorsement from the Regional Offices/Bureaus/Attached Agencies to FASPS.

Moreover, per FY 2023 Operational Planning Guidelines, particularly on the Conduct of Special Studies, Design Development in Support of Forestry, Mining and Environmental Management Operations Including Climate Change Resilience, an amount of PhP 500,000.00

per region shall be allocated for FASPs proposal preparation, monitoring of completed projects, documentation of FASPs innovations success stories. With this, all DENR Regional Offices may use a portion of the said budget to assist in the preparation of project proposals.

Lastly, may we also request you to disseminate the call for proposals to the partner stakeholders (i.e., NGOs, POs, LGUs and academic institutions) as they are also eligible to submit project proposals subject to initial evaluation and endorsement of your office.

The deadline for the submission of project proposals is on **31 March 2023**.

For inquiries, your staff may coordinate with Mr. Mervin Murillo of the Project Preparation Division of FASPS through this email address: msmurillo@denr.gov.ph.

For your consideration and appropriate action.

(Signed)

ATTY. JONAS R. LEONES