



Republic of the Philippines
Department of Education

FEB 09 2012

DepEd MEMORANDUM
No. **24**, s. 2012

2012 NATIONAL LITERACY AWARD

To: Regional Directors
Schools Division/City Superintendents
Heads, Public and Private Elementary and Secondary Schools

1. The Department of Education (DepEd) through the Literacy Coordinating Council (LCC) will conduct the **2012 National Literacy Award (NLA)**. The NLA has two (2) categories as follows:

- a. **Outstanding Literacy Program Award** given to a literacy program being implemented by a civil society organization, nongovernment organization, private organization, or educational/academic institution which has positive impact on learners and the community; and
- b. **Outstanding Local Government Unit (LGU) Award** given to local government units (highly urbanized city, component city, component independent city, Class A municipality and Class B municipality) which have developed policies, programs and projects conducive to literacy development and which have efficaciously made a positive impact on their barangays and the quality of life of their people.

2. The Award aims to recognize the best practices for implementing literacy programs or projects which help alleviate poverty, provide livelihood, address welfare needs, promote freedom and make education facilities accessible. The specific objectives of the Awards are to:

- a. contribute to the realization of the goal of universalizing literacy in the Philippines by creating public awareness of and interest in the programs and projects addressing this concern;
- b. sustain, expand and institutionalize literacy efforts by motivating and recognizing individuals, institutions and local government units through awards and appropriate recognition;
- c. encourage the development and replication of innovative, creative and indigenous literacy programs; and
- d. bestow honor and recognition to outstanding individuals, government and nongovernment organizations for their dedication and commitment, and contribution to the universalization of literacy in their respective communities.

3. Nomination/s and selection of regional winners shall be conducted not later than **April 10-30, 2012**. Announcement of regional winners will be on **May 2, 2012**. Regional entries must be submitted to the LCC Secretariat on or before **May 15, 2012**. Any entry not received by said date will be disqualified from the short listing process.

4. Nominees must submit documents strictly in accordance with the following specifications:

- a. a clear, simple, straightforward and understandable Executive Summary of not more than five (5) pages in A-4 bond size, double spaced, describing the nominated program/s or LGU based on the following set of criteria;
- b. three (3) copies of the nominee's folio/entry of not more than fifty (50) pages in A-4 bond size, double-spaced containing only related documents and data including photographs with size 3"x5", and not to exceed twenty (20) pieces; (video documentation is not encouraged); in accordance with the category and criteria but limited to those in effect within three (3) years prior to the date of entry;
- c. electronic copy of nominee's folio/entry including photographs for uploading in the LCC website (<http://lcc.deped.gov.ph>);
- d. individual score sheets of the Regional Screening Committee (RSC) members duly signed by the rater and countersigned by the RSC Chairperson; and
- e. brief but complete documentation of all stages of the selection process signed by the Coordinator and countersigned by the Chairperson.

5. The DepEd regional directors (RDs) and chiefs of Alternative Learning System (ALS) who are designated members of the RSC are enjoined to spearhead the nomination/selection process at the regional level. They are advised to apply the revised set of criteria and guidelines for selection and follow the new schedule provided. They are expected to submit to the LCC Secretariat a brief report on how the regional nominees have been selected together with the list of nominees.

6. The schools division/city superintendents (SDSs), ALS division supervisors and district coordinators are enjoined to identify civil society and private organizations and local government units implementing promising literacy programs and encourage them to join the NLA.

7. The Bureau of Alternative Learning System (BALS) and its various divisions are directed to extend full support to the implementation of the 2012 National Literacy Awards.

8. The following documents are enclosed for reference:

- Enclosure No. 1 - 2012 NLA Time Table of Activities
- Enclosure No. 2 - Awards Categories and the Procedures on the Distribution of Nomination Forms
- Enclosure No. 3 (a and b) - Criteria for Selection Process for the Outstanding Literacy Program and Outstanding LGU Awards
- Enclosure No. 4 - 2012 Guidelines for the NLA (Documentary Requirements)
- Enclosure No. 5 (a and b) - Nomination Forms for the Outstanding LGU and Outstanding Literacy Program Awards

9. For more information, all concerned may visit **Dr. Norma L. Salcedo**, Head, LCC Secretariat at Room 414, 4th Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City, or contact at any of the following telephone nos.: (02) 631-0567 and (02) 635-9996; telefax nos.: (02) 631-0590; (02) 631-0579 or at mobile phone no.: 0920-327-4230.

10. Immediate dissemination of this Memorandum is desired.


BR. ARMIN A. LUISTRO FSC
Secretary

Encls.:

As stated

Reference:

DepEd Memorandum: No. 182, s. 2011

To be indicated in the Perpetual Index
under the following subjects:

OFFICIALS
PRIZES or AWARDS
PROGRAMS
PROJECTS

LITERACY COORDINATING COUNCIL

**2012 National Literacy Awards
Timetable of Activities**

December 15, 2011	:	Workshop on the revision of the NLA criteria and guidelines for selection
January 25, 2012	:	Presentation of the revised criteria and guidelines for selection to the Council
February 1-22	:	Issuance of NLA DepEd Memorandum
February 23 – April 4	:	Information campaign (countrywide: local and national) Regional orientation by the LCC Secretariat
April 10 – 30	:	Regional search (by division)
May 2	:	Announcement of regional winners
May 15	:	Deadline for submission of regional entries to national LCC Secretariat
	:	Preparation of documents/materials for the briefing of the NLA Board of Judges (BOJs)
May 16 – 17	:	Initial assessment/review of regional entries by LCC Secretariat
May 18	:	Organization/Briefing of BOJs
May 19-June 19	:	Shortlisting of entries by the BOJs
June 21	:	Initial deliberation meeting of BOJs and the LCC Secretariat
June 27 – July 31	:	Ocular visits of BOJs to the five (5) shortlisted entries
August 1	:	Final deliberation of winners by BOJs
August 2	:	Report on the national winners to the Council
August 3 – 31	:	Preparation for 2012 NLC/NLA
September 17 – 21	:	National Literacy Conference and Awards

LITERACY COORDINATING COUNCIL

NATIONAL LITERACY AWARDS

Categories and Procedures

In support of the National Government's commitment to achieve the United Nations goal of reducing adult illiteracy by 50% in 2015 and consequently improve the quality of life of Filipinos, the Department of Education (DepEd) and the Literacy Coordinating Council (LCC) mobilize all sectors of society, government agencies, nongovernment organizations, people's organizations, local government units, and the entire civil society to promote and disseminate the importance of literacy to national progress and consequently inspire them to develop, implement and sustain literacy programs/projects throughout the country.

It has been demonstrated that literacy programs/projects can help alleviate poverty, provide livelihood, address social welfare needs, promote freedom and make education facilities more accessible. It is likewise believed that through them, closer coordination among agencies can be developed and continuous capability building for literacy workers can be achieved.

Numerous stakeholders and advocates of literacy and continuing education presently conduct literacy projects nationwide to address the present problem of illiteracy.

In spite of difficulties such as poor compensation, hampered mobility due to geographical and peace and order problems, inadequacy of teaching materials, to name a few, the commitment and dedication of these workers and institutions have not dimmed even slightly.

These literacy workers and organizations/institutions truly deserve special recognition for their devotion and dedication towards the campaign against illiteracy.

In its desire to recognize their significant contribution and bestow honor on these literacy workers, the LCC launched the National Literacy Awards (NLA) in 1994.

The NLA was held in abeyance in 2006-2007 to allow the conduct of its process and impact evaluation. Based on the favorable result of the evaluation and the researcher's recommendation, the NLA resumed in 2008. The awards will be conducted every other year to give enough time for the stakeholders, especially from the Local Government Units, to develop and implement literacy programs and projects in their respective communities.

Enclosure No. 2

AWARDS OBJECTIVES

1. Contribute to the realization of the goal of universalizing literacy in the Philippines by creating public awareness of and interest in the programs and projects addressing this concern;
2. Sustain, expand and institutionalize literacy efforts by motivating and recognizing individuals, institutions and local government units through awards and appropriate recognition;
3. Encourage the development and replication of innovative, creative and indigenous literacy programs; and
4. Bestow honor and recognition to outstanding individuals, government and nongovernment organizations for their dedication and commitment, and contribution to the universalization of literacy in their respective communities.

AWARDS CATEGORIES

Outstanding Literacy Program Award

The Outstanding Literacy Program Award shall be given to a literacy program being implemented by a civil society organization, private organization, or academic institution which has evident positive impact on learners and the community. The program should have contributed to the transformation of learners into productive and more responsible community members.

Outstanding Local Government Unit Award

The Outstanding Local Government Unit Award shall be given to a local government unit (city and municipal government) which has developed policies, programs and projects conducive to literacy development and which have efficaciously made a positive impact on its barangays and the quality of life of its people.

PROCEDURES

Distribution of Nomination Forms

The National Literacy Awards Selection Committee, through its National Secretariat, will distribute the application forms to the DepEd regional offices nationwide and selected nongovernment organizations. These forms will also be made available to all individuals and institutions, government organizations and nongovernment organizations who would like to nominate candidates.

Information Awareness Campaign

The DepEd Secretary shall issue an appropriate order requiring all division and district supervisors to disseminate the information regarding the awards.

Concerned nongovernment organizations will be requested to inform their members nationwide of the contest.

A nationwide tri-media campaign will be launched to create greater public awareness and participation.

Regional Selection Committee

Step 1 - Organization of Regional Selection Committee

A Regional Selection Committee (RSC) shall be organized as follows:

- Chairperson - Regional Director
Department of Education
- Co-Chairperson - Regional Director
Department of the Interior and Local Government
- Members - Regional Director
Phil. Information Agency;
Regional Director
National Economic and
Development Authority;
President
Academe (State University in the
Region)
- Coordinator - Regional Chief
DepEd ALS Division

Note: The Chairperson shall vote only to break a tie.
The Coordinator must document all stages of the selection process for submission to the LCC Secretariat together with the entry documents. The Coordinator shall have no voting capacity.

Step 2 - Selection

The RSC shall evaluate all entries for the five categories submitted by the different school divisions. It shall review the documents submitted and select the top three nominees per category (using the prescribed individual

score sheets) from which it will choose the final regional nominee/finalist for each category.

Step 3 – **Project Site Visit**

The RSC shall conduct on-site validation of the top three nominees/ finalists for further verification. Interviews with concerned publics shall likewise be administered in project sites.

Step 4 – **Selection of Final Regional Nominee/Finalist**

The RSC shall select and submit individual rankings for the three regional nominees/finalists for each category. Ranking shall be processed and the entry with the highest ranking (no. 1) shall be chosen as the regional entry to vie for the national awards.

Step 5 – **Submission of Regional Entries**

The RSC shall submit the regional entries to the LCC Secretariat according to specifications on or before the close of office hours of May 15, 2012. Entries submitted beyond due date shall not be accepted and shall be considered disqualified.

Likewise, the following must be included in the documents:

- Individual score sheets of RSC members duly signed by the rater and countersigned by the RSC Chairperson.
- Documentation of all stages of the selection process signed by the Coordinator and countersigned by the Chairperson.

National Selection Process

Step 1 A Board of Judges (BOJs) shall be organized, composed of not more than three members per category.

Step 2 Each BOJ for every category shall review the entries and shortlist or select his/her top five nominees from which the final winners shall be chosen.

Step 3 The BOJs for each category shall meet to discuss the strong and weak points of the shortlisted entries and come up with the top five nominees to be visited.

Enclosure No. 2

Step 4 The BOJs shall conduct on-site validation of the top five project sites for further verification. Interviews with nominees/finalists, project managers, local officials, beneficiaries, community members, and other constituents shall likewise be conducted.

The BOJs shall rank the entries based on their findings during visitations and endorse the recommendation to the Council. They shall keep their results strictly confidential.

Step 5 LCC officials shall declare and award the winners during the National Literacy Awards to coincide with the celebration of National Literacy Week.

For further inquiries, please address to:

Dr. Norma L. Salcedo

Head, Literacy Coordinating Council Secretariat
Department of Education
4th Floor, Mabini Building, DepEd Complex
Meralco Avenue, Pasig City

or contact/e-mail at:

tel. nos.: 631-05-67; 635-99-96

telefax: 631-05-90; 631-05-79

e-mail: *drnls_lcc@yahoo.com* or *drnormasalcedo@gmail.com*

Guidelines for the National Literacy Awards shall also be posted in the LCC website: <http://lcc.deped.gov.ph>.

LITERACY COORDINATING COUNCIL**2012 Criteria for Selection Process
OUTSTANDING LITERACY PROGRAM**

Factors for Evaluation	Percentage Weight	Rating
A. Rationale for the Program	15	
1. Planning and Development	8	
• Situation and Needs Analysis		
> Literacy Mapping		
Background information on:		
– Total number of population (male/female;	2	
age; specific groups such as Indigenous		
People, street children, senior citizens)	2	
– Socio-economic status, education profile of		
target group/community/beneficiaries	2	
– Total number of illiterates (male/female;		
age; specific groups such as Indigenous	2	
People, street children, senior citizens)		
> Others (participation of stakeholders and	2	
community in designing the program		
design, consultation with community, etc.)		
2. Development Plan	7	
• Organization structure of the NGO	1	
• Project Management Team/Work Force	1	
• Project structure		
> Goals	1	
> Objectives (specific targets)	1	
> Strategies	1	
> Partners (LGU, private individuals, etc.)	1	
> Funding (Budget)	1	
B. Program/Project Management and Implementation	30	
1. Approaches/Methodology	15	
• Clustering of participants		
(IPs, adults, youth, women, differently-abled persons,	4	
senior citizens, etc.)		
• Support strategies (volunteer service, NGO,	3	
Civil Society, etc.)		
• Delivery mechanisms (barangay meetings, skills	4	
enhancement, flyers, advocacy activities,		
individual efforts, etc.)		

Factors for Evaluation	Percentage Weight	Rating
<ul style="list-style-type: none"> • Responses to needs that emerge (thru interview, incidental groupings, dyads, etc.) • Availability of appropriate learning materials 	4	
2. Monitoring and Evaluation <ul style="list-style-type: none"> • Documentation and records keeping (e.g. ocular visits, video documentation) • Status report (COO report/NGO report) • Researches/Studies undertaken • Publication of results 	15	
C. Management and Leadership	30	
1. Resource Generation, Networking and Social Mobilization <ul style="list-style-type: none"> • Advocacy and social mobilization schemes • Budget and financial statement • Number of donors/benefactors, description of activities; level of participation and extent of networking • Database management 	15	
2. Program Sustainability and Institutionalization <ul style="list-style-type: none"> • Sustainability and institutional policies (syncopation practices, continuing projects) • Track record 	5	
3. Leadership Qualities <ul style="list-style-type: none"> • Qualities of Leader <ul style="list-style-type: none"> > Competence and ability to provide clear directions (knowledge, expertise, experience) > Interpersonal relations and teambuilding capacity > Ability to make critical judgments and decisions > Other skills (e.g. communication) • Transparency and Accountability <ul style="list-style-type: none"> > Presence of a working board > Presence of financial system > Participatory decisionmaking 	10	
D. Effects and Impact of the Program	25	
1. Actual improvement in literacy rate/Increased number of literates (75% of target)	6	
2. Improved economic status/Development of the community (75% of target)	4	

Factors for Evaluation	Percentage Weight	Rating
3. Improvement in terms of health and nutrition, sanitation and hygiene	4	
4. Improved environmental protection program (e.g. waterways, waste disposal)	4	
5. Improved peace and order conditions	4	
6. Influenced other NGOs to adopt/adapt the same program	3	
TOTAL =	100%	

LITERACY COORDINATING COUNCIL

**2012 Criteria for Selection Process
OUTSTANDING LOCAL GOVERNMENT UNITS
Highly Urbanized City
Independent Component/Component City
Class A Municipality (1st to 3rd)
Class B Municipality (4th to 6th)**

Factors for Evaluation	Percentage Weight	Rating
A. Rationale for the Program	15	
1. Planning and Development	8	
• Situation Analysis		
> Community-based Monitoring System (CBMS) and Literacy mapping		
Background information on:		
– Total number of population (male/female; age; specific groups such as Indigenous People, street children, senior citizens)	2	
– Socio-economic status, education profile of target group/community/beneficiaries	2	
– Total number of illiterates (male/female; age; specific groups such as Indigenous People, street children, senior citizens)	2	
> Others (FLEMMS, innovative practices, etc.)	2	
2. Development and Annual Investment Plans	3	
• Literacy in Comprehensive Development Plan/ Annual Investment Plan		
> Goals	1	
> Objectives	1	
> Strategies	1	
3. Policies	4	
• Legislative support to promote literacy such as ordinances and resolutions		
B. Program/Project Management and Implementation	35	
1. Relevant and Effective Approaches	15	
• At least two literacy programs/projects initiated by the Local Government Unit		
> Program/Project scope/reach (e.g. total immersion, focused group)	4	
> Relevance/Responsiveness to community needs	4	

Factors for Evaluation	Percentage Weight	Rating
<ul style="list-style-type: none"> • Programs/Projects of other government agencies in partnership with or localized by the Local Government Unit (e.g. DepEd, DOH, DSWD, DA, DENR, NGO, other organizations) <ul style="list-style-type: none"> > Program/Project scope/reach (e.g. total immersion, focused group) > Relevance/Responsiveness to community needs • Support mechanisms (e.g. networks, volunteer program, NSTP, donations, civic activities) 	<p style="text-align: center;">2</p> <hr/> <p style="text-align: center;">2</p> <hr/> <p style="text-align: center;">3</p> <hr/>	
<p>2. Monitoring and Evaluation</p>	<p style="text-align: center;">10</p> <hr/>	
<ul style="list-style-type: none"> • Documentation and records keeping (e.g. ocular visits, video documentation) • Status report • Researches/Studies undertaken • Publication of results 	<p style="text-align: center;">3</p> <hr/> <p style="text-align: center;">3</p> <hr/> <p style="text-align: center;">2</p> <hr/> <p style="text-align: center;">2</p> <hr/>	
<p>3. Organizational Structure and Management</p>	<p style="text-align: center;">5</p> <hr/>	
<ul style="list-style-type: none"> • Designation of literacy coordinators and facilitators employed by LGU • Presence of active local LCCs in city/municipality/ barangay 	<p style="text-align: center;">2</p> <hr/> <p style="text-align: center;">3</p> <hr/>	
<p>4. Effects of Programs/Projects on Learners</p>	<p style="text-align: center;">5</p> <hr/>	
<p>C. Management and Leadership</p>	<p style="text-align: center;">30</p> <hr/>	
<p>1. Resource Generation, Networking and Social Mobilization</p>	<p style="text-align: center;">14</p> <hr/>	
<ul style="list-style-type: none"> • Advocacy and social mobilization schemes • Budget and financial statements • Number of donors/benefactors, description of activities, level of participation and extent of networking • Database management 	<p style="text-align: center;">5</p> <hr/> <p style="text-align: center;">4</p> <hr/> <p style="text-align: center;">3</p> <hr/> <p style="text-align: center;">2</p> <hr/>	
<p>2. Program Sustainability and Institutionalization</p>	<p style="text-align: center;">6</p> <hr/>	
<ul style="list-style-type: none"> • Sustainability and institutionalization plan (syncopation practices, continuing projects) • Track record 	<p style="text-align: center;">4</p> <hr/> <p style="text-align: center;">2</p> <hr/>	
<p>3. Leadership Qualities</p>	<p style="text-align: center;">10</p> <hr/>	
<ul style="list-style-type: none"> • Qualities of Leader <ul style="list-style-type: none"> > Competence and ability to provide clear directions (knowledge, expertise, experience) 	<p style="text-align: center;">2</p> <hr/>	

Factors for Evaluation	Percentage Weight	Rating
<ul style="list-style-type: none"> > Interpersonal relations and teambuilding capacity 	2	
<ul style="list-style-type: none"> > Ability to make critical judgments and decisions 	2	
<ul style="list-style-type: none"> > Other skills (e.g. communication) 	1	
<ul style="list-style-type: none"> • Transparency and Accountability 		
<ul style="list-style-type: none"> > Presence of a working board 	1	
<ul style="list-style-type: none"> > Presence of financial system 	1	
<ul style="list-style-type: none"> > Participatory decisionmaking 	1	
D. Impact (Individual or Collective/Community)	20	
1. Actual improvement in literacy rate/Increased number of literates (75% of target)	5	
2. Improved economic status/Development in the community (75% of target)	3	
3. Improvement in terms of health and nutrition, sanitation and hygiene	3	
4. Improved environmental protection program (e.g. waterways, waste disposal)	3	
5. Improved peace and order conditions	3	
6. Modelled with other LGUs to adopt/adapt the same program	3	
TOTAL =	100%	

LITERACY COORDINATING COUNCIL

NATIONAL LITERACY AWARDS Guidelines for the Selection Process

Selection Committee

A Regional Selection Committee (RSC) composed of the following shall be organized:

- | | |
|----------------|---|
| Chairperson | - Department of Education Regional Director |
| Co-Chairperson | - Department of the Interior and Local Government
Regional Director |
| Members | - Philippine Information Agency Regional Director
National Economic and Development Authority
Regional Director
Academe (State University) President |
| Coordinator | - DepEd ALS Division Regional Chief |

The Literacy Coordinating Council shall provide information on the functions and responsibilities of the RSC. This shall be discussed by the RSC chairperson with his/her members. The chairperson shall give background information on the criteria for selection and the timetable of activities.

Documentary Requirements

Nominees to the NLA must submit the required documents strictly in accordance with the following specifications:

- A clear, simple, straightforward and understandable Executive Summary of not more than five (5) pages in A-4 bond size, double-spaced, describing the nominated program/s or local government unit based on the set criteria.
- Three (3) copies of the nominee's folio/entry of not more than fifty (50) pages in A-4 bond size, double-spaced, containing only related documents and data including photographs (size: 3"x5", not to exceed 20 pieces; video documentation is not encouraged), in accordance with the category and criteria but limited to those in effect within three (3) years prior to the date of entry.
- Electronic copy of nominee's folio/entry including photographs for uploading in the LCC website (<http://lcc.deped.gov.ph>).
- Individual score sheets of the Regional Screening Committee (RSC) members duly signed by the rater and countersigned by the RSC Chairperson.

Enclosure No. 4

- Brief but complete documentation of all stages of the selection process signed by the Coordinator and countersigned by the Chairperson.

Entries/Nominees

To qualify as nominee for the NLA, entries in all categories must already be in existence for at least three (3) years. The categories are literacy program and local government units.

- ***Literacy Program***

Only literacy programs initiated by nongovernment organizations, private educational institutions, people's organizations, and socio-civic groups may be nominated.

If a government agency/line agency's mandate or its main function involves the management, implementation and sustainability of literacy programs and projects, such agency cannot be nominated under the program category. However, if such government agency initiates/implements literacy programs supplementary to its regular government function, a *Special Citation* shall be given by LCC during awarding ceremonies.

Likewise, outstanding literacy advocates shall be given due recognition and citation for their stewardship of their literacy program/project.

Special citation shall be given to qualified government or line agency only once.

- ***Local Government Units***

The local government unit (LGU) shall be the nominee. The leadership of the local chief executive may be duly noted and recognized, but the efforts of the LGU must be the main consideration.

Focus should be on the literacy development efforts of the various sectors: agriculture, social services, environment, infrastructure, and other groups (youth, elderly, women's, IPs, specially-abled persons, etc.).

To be fair in the assessment of the LGUs' efforts in promoting literacy and continuing education, the Outstanding LGU level category shall be subdivided into:

1. Highly Urbanized Cities
2. Independent Component and Component Cities
3. First to Third Class Municipalities
4. Fourth to Sixth Class Municipalities

Enclosure No. 4

This ensures equal and fair judging since some cities/municipalities have greater means and more resources for the development, implementation, and sustainability of literacy programs as compared to others of lower classification.

Hall of Fame Awards

First place winners who maintain the rank for three (3) years are eligible for the Hall of Fame Awards. Starting in 2001–2008, three-time first place winners will likewise be eligible for the Hall of Fame Awards. Subsequently, Hall of Fame awardees will not be eligible to join the regular contest.

Monitoring

Hall of Fame awardees shall be subject to monitoring and evaluation by the Council.

A Special Award of Excellence may be extended by the Council to any city or municipality that is evidently deserving of such Award upon strong recommendation by the evaluating team.

(Enclosure No. 5a to DepEd Memorandum No. 24, s. 2012)

**NATIONAL LITERACY AWARDS
OUTSTANDING LOCAL GOVERNMENT UNIT CATEGORY**

*An annual activity of the Literacy Coordinating Council
that gives recognition to government and nongovernment organizations for outstanding
implementation and sustainability of their literacy programs/projects*

NOMINATION FORM

Please type all answers. Use additional sheets if necessary. Follow the instructions strictly.

COMMUNITY PROFILE

Name of Municipality/City/Province _____
Type of municipality/city (income class) _____
Name of municipality/city mayor _____
Number of barangays _____ Population (as of last census) _____
Number of illiterates _____ Number of illiterates made literate _____
Number of literates enrolled in training program/s _____

Description of major educational activities in the municipality/city and socio-economic profile of the people

Percentage of population (10 years old and over) considered literate as of the last census _____

PLANNING AND DEVELOPMENT

Brief description of local government's agenda/program for literacy and continuing education as stated in the municipality/city development plan (Enclose municipal/city development plan.)

List and brief description of ordinances and resolutions related to literacy and continuing education passed and implemented by the municipality/city and/or school board over the past three years (Enclose copy of each ordinance or resolution.)

(Enclosure No. 5b to DepEd Memorandum No. 24, s. 2012)

**NATIONAL LITERACY AWARDS
OUTSTANDING LITERACY PROGRAM CATEGORY**

*An annual activity of the Literacy Coordinating Council
that gives recognition to government and nongovernment organizations for outstanding
implementation and sustainability of their literacy programs/projects*

NOMINATION FORM

Please type all answers. Use additional sheets if necessary. Follow instructions strictly.

Provide a clean copy of program/project logo, if there is any.

PROGRAM/PROJECT

Name of Program/Project _____

Proponent _____

Background of the Program/Project (include history, rationale, components, coverage, funding sources, cooperating agencies)

Program/Project site (barangay, locality, province)

List of network institutions, both government and nongovernment and private organizations, and brief description of the role or significant contributions of each to the program.

ON DEVELOPMENT ORIENTATION

Description of the comprehensive content of the program/project (scope/extent of literacy skills learned by project beneficiaries) and relevance to socio-cultural needs, community situation and aspirations, as well as sensitiveness to indigenous customs and practices (culture-sensitive)

Include supporting documents like brochures, profile, learning modules and/or training design for literacy workers, articles or write-ups about the program/project, and other related documents.

