



Republic of the Philippines
Department of Education

DepEd ORDER
No. **56**, s. 2012

JUN 15 2012

**GUIDELINES ON THE UTILIZATION OF SUPPORT FUND TO SECONDARY SCHOOLS
WITH SPECIAL PROGRAM IN THE ARTS (SPA)**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Schools Division/City Superintendents
Heads, Public Secondary Schools

1. One of the mandates of the Department of Education (DepEd) is to preserve and teach the arts to subsequent generations of artistically-inclined or adept pupils and students. In line with this, DepEd implements a special program for the arts in selected schools in the country. Considerations in the selection of the schools were the availability of teachers in the different art areas and basic facilities for the arts. These schools serve as the center for arts development that provides opportunities for students to develop their talents, and produce trainers and mentors for other schools in the region intending to implement the same program.
2. For the current year, each of the selected public secondary schools implementing Special Program in the Arts (SPA) as shown in Enclosure No. 1 will be granted an amount of Five Hundred Thousand Pesos (PhP500,000.00) support to augment their regular Maintenance and Other Operating Expenses (MOOE).
3. The support shall be used for the following activities and associated expenditures classified as MOOE:
 - a. Student development activities such as training, workshop, participation in DepEd-approved Art festivals, competitions;
 - b. Procurement of art and music supplies, costumes and instructional materials in the different art areas;
 - c. Training of teachers and administrators on relevant topics in the arts; and
 - d. Participation of teachers in DepEd-sponsored scholarships, professional upgrading of teachers including enrolment in a master's degree program.
4. The following are non-eligible expenditures:
 - a. Operational expenses such as utilities (water, electricity, janitorial and security services) funded by regular MOOE;
 - b. Capital outlay items such as musical equipment, computers, etc.; and
 - c. Major repairs of equipment and laboratories.

5. Upon release of the Special Allotment Release Order (SARO) by the Department of Budget and Management (DBM) to DepEd-CO, the Budget Division-FMS shall issue the Sub-Allotment Release Order (Sub-ARO) to the schools with fiscal autonomy, and through the Schools Division Offices for those schools without fiscal autonomy. After receipt of the Sub-ARO, the implementing units (IUs) and the concerned Division Offices (for the Non-IUs) shall request from DBM-Regional Office the corresponding cash requirements or Notice of Cash Allocation (NCA).
6. Utilization of the subsidy shall be subject to the usual accounting and auditing rules and regulations.
7. The recipient schools must submit to the Division Office physical accomplishment and fund utilization reports on a monthly basis (Enclosure No. 2). Copies of the said reports shall be submitted to the Budget Division-FMS, DepEd Central Office copy furnished the Division Office and Regional Office.
8. An evaluation of the program shall be conducted by a composite team in accordance with the program implementation plan under the supervision of the Office of the Planning Service (OPS).
9. All existing Orders and Memoranda inconsistent with this Order are rescinded.
10. These guidelines will remain in force and effect during the duration of the program, unless sooner repealed, amended or rescinded.
11. Immediate dissemination of and strict compliance with this Order is directed.


BR. ARMIN A. LUISTRO FSC
Secretary

Encls.:

As stated

Reference:

DepEd Order: No. 92, s. 2011

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

ALLOCATION
FUNDS
POLICY
PROGRAMS
PROJECTS
SCHOOLS

(Enclosure No. 1 to DepEd Order No. 56, s. 2012)

**LIST OF SECONDARY SCHOOLS WITH SPA AND
CORRESPONDING SUPPORT FUND**

Region	School	Address	Total
I	Dagupan City National High School	Dagupan City	500,000
II	Lallo National High School	Lallo, Cagayan	500,000
III	Bataan National High School	Balanga, Bataan	500,000
IVA	Calamba Bayside National High School	Calamba, Laguna	500,000
IVB	Looc National High School	Looc, Romblon	500,000
V	Marcial Ranola Memorial School	Guinobatan, Albay	500,000
VI	Oton National High School	Oton, Iloilo	500,000
VI	Negros Occidental National High School	Bacolod City	500,000
VII	Mandaue National High School	Mandaue, Cebu City	500,000
VIII	Baybay National High School	Baybay, Leyte	500,000
IX	Zamboanga del Sur NHS	Pagadian City	500,000
X	Gingoog City Comprehensive HS	Gingoog City	500,000
XI	Digos City National High School	Digos City	500,000
XI	Tagum Comprehensive High School	Tagum City	500,000
XII	General Santos City National HS	General Santos City	500,000
XIII	Agusan del Sur National High School	San Francisco , Agusan del Sur	500,000
NCR	San Francisco High School	Misamis Street, Quezon City	500,000
Total			8,500,000

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(Enclosure No. 2 to DepEd Order No. 56, s. 2012)

ACCOMPLISHMENT REPORT
Fund for the Utilization of Support Fund to Schools with Special Curricular Programs

Name of School: _____
 Address of School: _____
 Region: _____ Division: _____
 Program Coordinator: _____

Program Support Fund: _____
 Amount Released: _____ Date: _____
 Amount Utilized: _____ Date: _____
 Amount Liquidated: _____ Date: _____

Activities	Objectives	Unit of measure/ Performance Indicator	Physical Accomplishment		Financial Accomplishment		Amount Liquidated	Date of Liquidation	Key Persons Involved	Remarks
			Target	Actual	Expenditure Items	Estimated Cost				

Prepared by: _____

Noted by: _____

Signature over printed name _____

Designation _____

Signature over printed name _____

Designation _____