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**2020 PROJECT ACCOMPLISHMENT REPORT**

## **I. Project Information**

Project Code: CPGOP

Project Title: 2019 Capability Building on Innovative Leadership for Legislative Staff

Project Start: 1 May 2019

Project End: 31 December 2020

Project Price: P 99,648,000.00

Client Organization: Philippine Congress

## **II. Project Team**

Project Manager: Sheena Carmina V. Mateo

Team Members: Eliza Salud C. Galang, Joebert D. Sayson, Jeanena Mae E. Rafer, Kristine Ann C. Sindac, Andrea P. Conopio, Magdalena L. Mendoza, Mardy S. Gonzales, Elluz M. Macalinao, Hilary Martinez, Mary Ann D. Fajardo, Ma. Czarina Krisha M. De Leon, Jeannine L. Tan, Angela Cyril C. Adivoso, Nikka Thea F. Cunom, Stephanie P. Azarcon, Laurence Michael B. Tibon, Alan S. Cajés, Girlie Anne G. Miradora, Gabrielle Marie A. Allarey

Supervising Fellow: Gilbert Lumantao

Consultants/ Resource Persons:

Eduardo T. Gonzalez, Jalton G. Taguibao, Valeriano F. Mozo, Aubrey D. Tabuga, Maxine Tanya M. Hamada, Sofronio F. Llorin, Elmer P. Dadios, Jean E. Franco, Myra S. Borrromeo, Revimarc L. De Mesa, Renifer R. Francisco, Maria Lourdes G. Rebullida, Demaree J. Raval, Jose Ramon G. Albert, Dominique R. Tutay, Maria Lourdes A. Yaptinchay, Sergio R. Ortiz-luiz, Lisa Grace S. Bersales, Alfredo Mahar Francisco A. Lagmay, Arnold Grant S. Belfer, Sixto K. Roxas, Maria Victoria O. Espaldon, Mario R. Delos Reyes, Christopher C. Dela Cruz, Darryl F. Garcia, Abraham L. Raposon, Jr., Mirick Paala, Antonio Ressano Garcia, Dang Thuy Trang, Rosa T. Perez; Rosemarie G. Edillon; John Aries S. Macaspac; Marivel C. Sacendoncillo; Geronimo Treñas; Maria Carmen Zamora; Karen Gomez-Dumpit; Francisco R. Cruz; Pauline Caspellan-Arce; Jaime C. N. Arroyo; Lorra Angelia Sayson; Ma. Mercedes V. Agustin; Erwin Vicman R. Lara; Nemuel Fajutagana; Rafaelita Aldaba; Ferdinand Ferrer; Antonio Edward Padre; Lindsay A. Barrientos; Nepomuceno A. Malaluan; Tirso A. Ronquillo; Marco Dominic De Los Reyes; May Rendon-Cinco; Datuk John Xavier; Tessie C. Gregorio; Lea Peralta; Gemma B. Gabuya; Dorothea Navarro; Peter Dan Baon; Bryant Merryll Ruiz Que Wong; Madelyne Carsula-Tolentino; Alnie G. Foja; Liza Perante-Calina

## **III. Project Details**

Project Description:

The Philippine Congress recognizes the need to continuously capacitate its senior executives, managers and technical legislative staff. Accordingly, since 2018, Congress has sustained education and training capability building as a necessary intervention to ensure that legislative staffs are able to effectively assist in the law-making functions of our legislators. A budget allocation for this purpose was provided.

In line with the budget allocation, the Development Academy of the Philippines in consultation with the Senate and the House of Representatives of the Philippines, through the Legislative Budget Research and Monitoring Office and the Committee on Appropriations, designed and implemented a continuous capability development program that would meet the evolving capacity needs of congressional staff.

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The CBILLS aims to train legislative staff of the Philippine Congress on Leadership and Management. In 2018, the first batch of participants were from the Office of Senator JV Ejercito Estrada, Legislative Budget Research and Monitoring Office of the Philippine Senate and, the Committee of Appropriations of the House of Representatives.

Beginning 2019, the program aims to expand its coverage to include the other unit and offices of the Philippine Senate and House of Representatives, and to provide more inclusive developmental interventions for the legislative branch's work force.

**Project Objective:**

The Program aims to strengthen public managers in the legislative branch by providing capability building interventions that will enhance their leadership and policy development competencies. At the end of the program, participants should be able to:

1. Gain and/or deepen their understanding of leadership positions;
2. Realize what it takes to be an effective leader;
3. Gain wider perspective on socio-political and economic trends and innovations;
4. Hone their policy development competencies; and,
5. Appreciate new strategies and best practices relevant to their work from a model country.

CBILLS is designed as a continuous developmental set of trainings which targets emerging leaders to senior leaders. The program has three tracks that cater to three levels of leaders in Congress, namely: Emerging Leaders, Middle Managers, and Senior Leaders.

Focus Area: Governance, Leadership and Public Policy Development

Project Type: Education and Training

Project Beneficiary: Legislative Staff and Officers of the Philippine Congress

Regional Coverage: NCR

#### **IV. Project Accomplishments**

1. Project Mobilization and Preparation Documents:
  - Program Design, Module and Session design
  - Memorandum of Agreement with GRIPS, ANU, KDI and LKY
  - Identification and Invitation of Resource Persons
  - Coordination meetings
  - Preparation of LOI and terms of reference
  - Administrative and Logistics (Transportation, procurement, cash advance)
  - Preparation of course materials (hand-outs, supplies, IDs, food, etc.)
  - Nomination and Selection of Participants
2. Project Implementation:
  - Conduct of training program

2019

  - 5 residential trainings on policy development and leadership
  - 3 Observational Study Missions
  - 4 lecture series on socio-political and economic perspective

2020

  - 5 e-learning modules policy development and leadership
  - 4 international learning courses

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- 6 webinar series socio-political and economic perspective Closing Ceremony
- Documentation of activities
- 3. Project Closure
  - Debriefing
  - Training report

Major Outputs: 1) Program Design 2) Conduct of the training and 3) Training report

Lessons Learned:

**2019 Implementation**

There are a lot of priority considerations in identifying a partner institution for study missions, such as reputation, budget, schedule and design. And the administrative process and negotiation is very tedious and rigorous. Thus, circumstantial cases such as this are appropriately decided by senior management.

**2020 Implementation**

1. Limit number of participants per track.
2. Review and revise method of learning considering all lessons learned from the implementation. Allow flexibility in schedule and requirements.

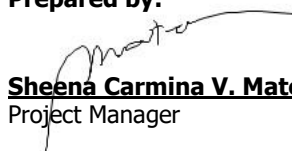
Administrative

- Despite early preparations and constant follow up made in the processing of documents i.e moa, loi, the project team's timeline is always affected by the delay in the processing of documents. Some tasks are taken on by the project team to facilitate the process.

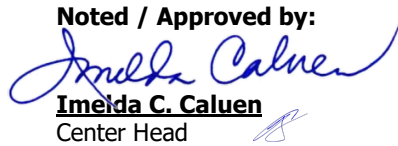
**V.Attachments**

- 2019 Training Report
- 2019 Baseline Data Report

**Prepared by:**

  
**Sheena Carmina V. Mateo**  
Project Manager

**Noted / Approved by:**

  
**Imelda C. Caluen**  
Center Head

1. Project details on Section I-III can be generated thru PMIS based on PMs Inputs.
2. Project Managers are required to accomplish Section IV & provide Section V to reflect results of project implementation
3. Project Managers can update/adjust the pre-filled sections(I-III) based on actual data