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CITY OF SORSOGON 2000

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MDG ACHIEVEMENT FUND
MDG-F 1656: Strengthening the Philippines' Institutional Capacity to Adapt to Climate Change

TERMINAL REPORT

Sorsogon City Climate Change Project

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TABLE OF CONTENTS

	EXECUTIVE SUMMARY	3
I.	Introduction/Project Background	5
	1.1 Agreement of Cooperation	
	1.2 Objectives	
	1.3 Scope	
	1.4 Implementation Approach	
II.	Project Delivery	9
	2.1 Management and Coordination	
	2.2 Capacity Assessment of LGU	
	2.3 Participatory Vulnerability and Adaptation Assessment (V&AA)	
	2.4 Profiling Local GHG Emissions	
	2.5 City Consultation and Organizing Issue Working Groups	
	2.6 Community Survey & Site Selection (For Demonstration Projects)	
	2.7 Design and Implementation of Quick-Wins/Demonstration Projects (Initial Local Climate Change Action Plan)	
III.	Matrix of Accomplishments	12
IV.	**Learnings in Achieving Objective 1:** *"Designing and Developing Appropriate Social and Institutional Infrastructure for a Climate Change Resilient Sorsogon City***"**	17
V.	**Learnings in Achieving Objective 2:** *"Piloting innovative climate change mitigation and adaptation technologies and mechanisms in the urban coastal setting"*	19
VI.	**Achieving Objective 3:** *"Codify a set of adaptation options for vulnerable human settlements"*	20
VII.	Financial Management and Fund Use	24
VIII.	Annexes.....	

EXECUTIVE SUMMARY

The partnership between LGU Sorsogon City and UN-Habitat in implementing the project *"Strengthening Philippine City Capacities to Address Climate Change Impacts"* has been concretized in the signed Agreement of Cooperation (AoC) that details the partnering institutions' respective roles and responsibilities. The project does not only focus on the science of climate change but more so focuses on developing the city government's capacity to address the issues brought about by climate change in the context of achieving the city's localised Millennium Development Goals (MDG) and targets. With the support of the Joint Programme of the UN-System and the Philippine Government "MDG-F 1656", the city government became UN-Habitat's implementing partner for one of the Outcomes that focuses on "Designing and Building with Nature: Showcasing a Climate Resilient Urban Coastal Settlement". In this light, the city government in partnership with UN-HABITAT, implemented demonstration projects leading to social and infrastructure development/strategies to increase resilience of the city as it faces the impacts of the climate change.

As an implementing partner, the city government was guided by the agreed key objectives, scope, implementation strategy and the respective roles of the parties involved in the context of the AoC. These are presented in the succeeding sections of this report to better guide readers on rationale of the actions done and the achievements delivered. The report provides in detail the accomplishments of Sorsogon City covering the implementation activities on :

a. the design of appropriate social and institutional infrastructures,
b. piloting of innovative CC adaptation and mitigation initiatives, and
c. codifying adaptation options for vulnerable human settlements

Likewise, the summary of implementation accomplishments is presented vis-a-vis the project logical framework as well as inputs and outputs defined during work programming. In addition, learnings in achieving the project objectives as well as the catalytic factors and challenges are highlighted together with the sustainability measures adopted. Finally, the report on the financial assistance and fund management are presented at the last section of the report to highlight the resources used in implementation.

In summary, the city government gained ground implemenation following the participatory Vulnerability and Adaptation Assessment (V&AA) conducted at the on set of the project. The assessment highlighted the need for action in order to address key climate change effects like storm surges, sea level rise, increased precipitation, increase in temperature and strong typhoons. It has provided a good frame in terms of analysing how climate change effects would impact on the lives of the residents and the city's development in general. Through the V&AA, *"highly vulnerable"* barangays or *"Hot-Spot Areas"* due to multiple risks were identified and from which 5 *"Pilot Barangays"* were selected to showcase demonstration projects. A city consultation event was organised to create focus and be strategic in local actions whilst engaging stakeholders from various sectors. Such event has led to the identification of four focus areas which critically needs to be addressed to create immediate and long term resiliency of communities in the city. The four areas are: Housing and Basic Infrastructure, Livelihood, Environmental Management and Climate & Disaster Risk Reduction. Led by the city government technical staff, multi-sectoral Issue Working Groups (IWGs) have been formed which successfully the accomplished the following outputs:

1. ***Housing & Basic Infrastructure***
   a. Local Minimum Standards for CC-Resilient Socialized Housing Structures was developed and adopted;
   b. House Evaluation Tool based on the standards for CC and disaster-resilient socialized housing was developed and applied;
   c. A prototype design for a CC-resilient housing structures was developed and applied;
   d. Community and local leaders were made aware of the agreed minimum standards through *"Community Action Planning"* in the 5 pilot barangays; and
   e. 30 vulnerable housing units in the pilot barangays were retrofitted based on the developed local minimum standards.

2. ***Livelihood***
   a. *"Livelihood Baseline" were conducted using a project developed tool. This* activity took into account the seasonal impacts of climate change vis-a-vis community livelihood activities and has resulted to community awareness on adjustments needed to increase their resiliency to projected changes and potential disaster events;
   b. Livelihood plans/strategies in the pilot communities were developed based on the resulting *"Barangay Livelihood baseline";* and
   c. Select members of the vulnerable households were provided skills trainings and support on non-climate sensitive livelihoods through partnership with the *Technical Skills and Development Authority (TESDA). The skills training and support provided include* on-the-job house retrofitting, food processing, etc., and provision of livelihood starter kits which are linked with the house retrofitting demonstration.

3. ***Environmental Management***
   a. Increased knowledge of communities achieved through trainings and dialogues with the City Government on implementing CC-mitigation responsive projects with focus on efficient energy use and transport policy through the adoption of local policies on energy-efficient lightings and tricycle motor conversion;
   b. One Hundred (100) CFC street lights were replaced with energy-efficient LED lights adopted through an Executive Order ; and
   c. A policy or program on the conversion or replacement of 2-stroke tricycle engines to the more efficient and emission reducing 4-stroke motor engines was integrated in the Sangguniang Panlungsod (SP) Ordinance.

4. ***Climate and Disaster Risk Reduction***
   a. Working knowledge on CBDRRM and CCA increased in the pilot barangays through effective Information, Education and Communication (IEC) strategies such as social artistry programs/activities;
   b. An ideal structural and facilities design of schools also used as Evacuation Centers (ECs) was developed and agreed among local stakeholders;
   c. Partnerships amongst the community, academe and the City Government on the care and retrofitting of schools used as ECs was forged through a Memorandum of Agreement (MOA); and
   d. A community school cum evacuation center was retrofitted based on the agreed ideal/modular design.

I. Introduction/Project Background

Sorsogon City Government and UN-HABITAT partnered in implementing the project "Strengthening Philippine City Capacities to Address Climate Change Impact (XB-PHI-X01)" with agreed terms outlined in a signed Agreement of Cooperation (AoC). Support for the project was extended to the city government through UN-HABITAT's Cities and Climate Change Initiative and MDGF 1656 Demonstration Project.[1]

1.1 The AoC between UN-HABITAT and Sorsogon City Government was signed April of 2009 with technical assistance even starting earlier as it was initiated during the last quarter of 2008. By design, the project is not only focused on the science of climate change but likewise focused on linking climate change with the socio-economic dynamics of the city which as expected, would bear the risks and impacts of a changed climate especially the extreme events. To increase resilience of the city in general to climate change, it was deemed imperative that the focus be on doing activities that will enhance the capacity of the local government in identifying and addressing the issues brought by climate change, especially its expected impact on local (city level) Millennium Development Goals (MDG) targets.

Courtesy call of UN HABITAT to Mayor Leovic R. Dioneda in October, 2009

1.2 In view of the above, the following were the agreed key objectives for the project:

1) Design and develop appropriate social and institutional infrastructure for Sorsogon City to become climate change resilient City through implementation of a climate change responsive city shelter plan,
2) To pilot innovative climate change mitigation and adaptation technologies/initiatives and mechanisms in the urban/coastal setting, and;
3) To codify a set of adaptation options for vulnerable human settlements

Further, Sorsogon City Government was expected to perform and deliver on the following tasks towards realization of the agreed objectives:

- Act as the local implementing partner of UN-HABITAT in implementing the project *"Strengthening Philippine City Capacities to Address Climate Change Impacts"* and work together with UN-HABITAT on the achievement of the project outputs as specified in the Project Work plan;
- Create/establish a Technical Working Group (TWG) for the project whose composition, functions and tasks are detailed in and institutionalized through an Executive Order to be issued by the city chief executive;
- Hire/detail a competent and qualified city project coordinator for the entire period of the project, who shall oversee, coordinate, and manage the city's implementation of the project. The city project coordinator shall not be considered in any respect as being the employee of UN-HABITAT;
- Ensure that administrative support is provided to the TWG and the project coordinator (use of computers, office equipment, etc.) and be responsible for the direct supervision and performance of the TWG and hired project coordinator;
- Provide the project office/workspace for staff and UN-HABITAT specialists involved in the project;
- Develop an annual project work plan that is aligned and supportive of the UN-HABITAT Project Document and work plan;
- Keep the UN-HABITAT and its Project Coordinator verbally informed of the monthly activities pertaining to the project or as circumstances arise that may have a bearing on the status of both Parties or that may affect the achievement of the Project objectives;

[1] Joint Programme of the Philippine Government and the UN-System on Climate Change where UN-HABITAT together with HUDCC leads Outcome 3.3 *on "Designing and Building with Nature: Showcasing Climate Resilient Urban Coastal Settlements".*

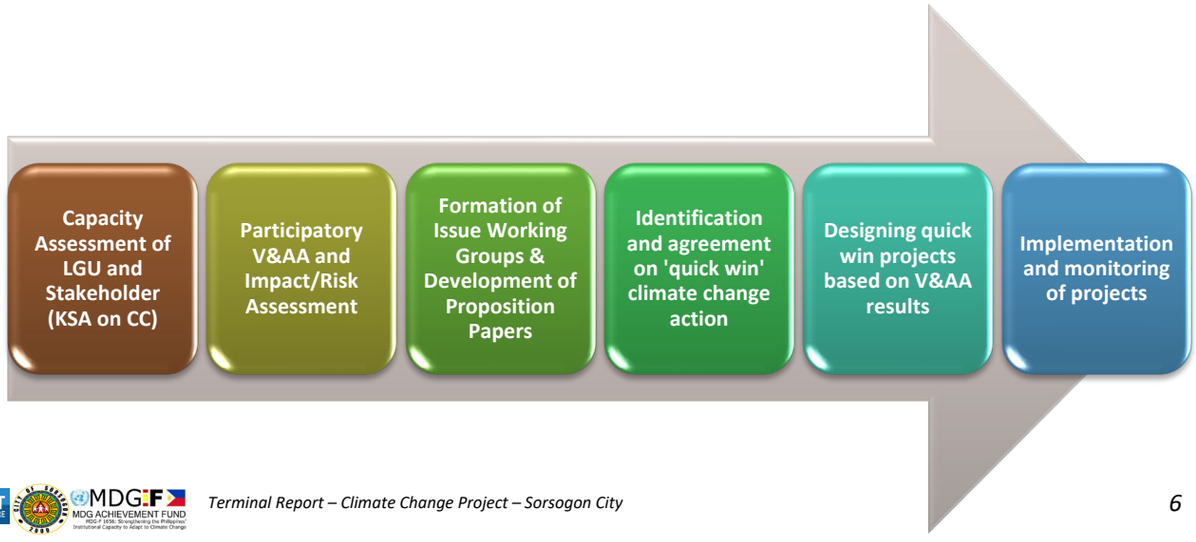
- Work closely with UN-HABITAT in the City Climate Change Vulnerability and Adaptation assessment and provide relevant data and information needed;
- Work with UN-HABITAT in developing selection criteria for demonstration sites;
- Support the development of community action plans for the prioritized communities, and their preparation of projects to demonstrate climate resilient communities;
- Support implementation of the demonstration projects once plans have been approved and funds has been secured; and
- Ensure the documentation of the entire process and physical improvements in selected demonstration communities, and share the same in policy dialogues both in the city as well as at the national level;
- Prepare and submit written bi-monthly progress reports including the project completion report within one month after the project completion date. The reports should contain both project management and financial aspect; and
- Accept the funds allocated to the city government and ensure the judicious and proper use of funds in a manner that is consistent with the Project Annual Work and Financial Plan.

1.3 Project Scope. The scope of the project is on capacity building towards demonstrating practical and viable climate change actions at the local government level. With this in mind, there was full appreciation from the city government that it should be at the core of project implementation, hence the tasks. While UN-HABITAT's role is to provide the technical guidance and support to the city government in terms of over-all project management, in the process it is expected that there will be transfer of knowledge and increase in competencies in planning and implementing climate change adaptation and mitigation projects that would ultimately benefit the vulnerable sectors of the society.

1.4 Project Implementation Approach. The city government's project activities were planned to take off from the results of a vulnerability and adaptation assessment. The approach taken was for the city to understand and be abreast with the *'science of climate change'* first such that local staff would be able to grasp the translation of climate change impacts to the city and therefore issues would be strategically addressed. This approach was also foreseen to help the city define focused interventions which are directed to benefit the most vulnerable and critical sectors. Since local adaptation actions shall ultimately lead to the protection and further achievement of the local MDG targets especially on improvement in the lives of people in living in slum communities, a baseline data collection was imperative. With this, the city government with the support of UN-HABITAT operated the project in view of the *'right to adequate shelter'*, which is believed to be significantly challenged now considering climate change and variability.

From all the above and in consideration of the impacts and risks assessments, the city government was expected to design and implement actual actions that would increase the resilience of the city and its people to projected climate change impacts. Such actions are further expected to enable the city to keep their sustainable development on track despite climate change challenges. To ensure sustainability of actions, the city government had to take purposive steps to integrate climate change and resiliency considerations based on the V&AA into the city's mainstream functions and activities (i.e. local planning and programming, etc.). With that, the city government identified strategic steps/direction in implementation as presented in *Figure 1.*

Figure 1



This report presents the accomplishments of Sorsogon City Government in view of the tasks outlined in the AoC. It intends to share the achieved results following the activities conducted throughout the project term. **Part II** of the report provides the summary of the implementation accomplishments against the logical frame presented in Figure 1 while **Part III** further presents the details of the accomplishments in terms of inputs and outputs. The latter is presented in a matrix form for easy appreciation of readers. **Parts IV, V, and VI** present the learnings in achieving the project objectives. These parts also present highlights on how outputs/results were achieved by the city from the project implementation. The *'lessons learned'* tries to capture the facilitating and hindering factors that led to the achievements and also some sustainability measures that the city took and/or intends to take .

Part VII of this report presents the project financial management of the city in view of the AoC. UN-HABITAT provided the city government not only technical assistance but likewise grant assistance with a total amount of **₱ 9.5M** to support the city in implementing the project. The grant assistance was provided in tranches. The city's counterpart covered the imputed cost of services and assistance rendered by city staffs and officers amounting to about **₱ 4.4M.** The grant support was divided into 2 major parts where the first is for the coordination and capacity development activity support. In view of the logical approach presented, additional funding support was provided when the *'quick wins'* subsequently agreed amongst the stakeholders through process, have been designed and approved for implementation.

II. Project Delivery

2.1 Management and Coordination

UN HABITAT capacitated the LGU through a series of trainings and workshops.

Sorsogon City Government closely worked with the UN-HABITAT Project Coordinator and Technical Specialists assigned to the Project. The city government pursued this by ensuring the conduct of regular meetings and mentoring/coaching activities. Moreover, the city government issued an Executive Order creating the Technical Working Group and designated a local project coordinator as well as administrative and office support staff. This action from the city government meant to ensure that capacity development is directed to the right people and that implementation would be more efficient and effective. Executive Order No. 14 is attached in ***Annex I-A.***

The city's project implementation was guided by annual work plans. For each year, Sorsogon City Government developed work plans that best suit the stage of project implementation with focus on delivering agreed targets and outputs. The work plans were developed in consonance with the Project Document for XB-PHI-X01. Sorsogon City has submitted annual work plans to UN-HABITAT in view of the AoC agreements. Tracking and monitoring the progress of project implementation were guided by the approved annual work plans to which progress reporting to UN-HABITAT and other partners were based. The work plans are attached in this report as ***Annex I-B.***

In coordinating and managing the project, the city government ensured that it would build constituencies of supporters to the cause of increasing Sorsogon City's resilience to climate change. This was achieved by doing various Information and Education Campaign activities that focused on local elected leaders, the general public, and specific at risk communities. Work on this was made more effective as the city government engaged and partnered with civil society groups in view of a more participatory and inclusive approach in eliciting sustainable actions.

2.2 Capacity Assessment of LGU

The city government made its staff and officials available for the assessment whilst the UN-HABITAT team facilitated the interviews and discussion. The city government's project coordinator and TWG supported the networking and linkage with other stakeholders who were included in the assessment. The report was developed by UN-HABITAT and was used as basis for the capacity building activities which were eventually planned and conducted. More information on this are presented in **Part III (Matrix of Accomplishments)** of this report.

2.3 Participatory Vulnerability & Adaptation Assessment (V&AA)

The city government completed the first draft of the V&AA report early February 2009 which was initially presented in a city-wide validation meeting held on 20 February 2009. The report was further enhanced with the stakeholders' inputs and impact assessments (valuation of risks) on key sectors. The final report for the V&AA exercise was completed November of 2009. The V&AA report contained analysis of the Exposure, Sensitivity, and Adaptive Capacity. The initial capacity assessment mentioned above was used as part of the V&AA. Key findings in the V&AA presents the various climate related hazards that could impede the development of the city and that "poor families" are most vulnerable given their location, type housing, livelihoods, limited knowledge on new demands due to climate change, and limitations in basic services and infrastructure access. Through the V&AA, hotspots were identified. Hotspots in the Sorsogon City V&AA process are areas exposed to multiple hazards and in danger of higher risks. The report likewise covered the risks estimation (monetary values) in case no adaptation actions would be done.

Key to the delivery of the V&AA is the participatory and highly inclusive approach used in the process. The city enjoined various local stakeholders to provide data, inputs on analysis and deciding on key issues and priority areas. The full Sorsogon City V&AA report is found in ***Annex 1-C*** of this report.

2.4 Profiling Local Emissions

Among the identified emerging issues on Environmental Management in Sorsogon City in relation to climate change is the city's carbon emission profile wherein the identified highest contributors are the residential electricity users and the public transport sector (mainly tricycles). The total emission of the city in 2007 sums up to 21,090.83 tCO2 from energy/electricity usage and fuel combustion of the city's major mode of transport.

Sorsogon City's Central Business District

The tables below shows the breakdown of electricity consumption of the different energy consumer types with the corresponding carbon dioxide emission.

Total Electricity Consumption in the City, 2007 (Source: SORECO) and CO2 Emissions[2]

Table 1

Energy Consumer Type	Consumption	EF (tCO2/KWH)[3]	Total Emission (tCO2)
Residential	15,567.752.00	0.000594	9,247.24
Commercial	7,758,177.00	0.000594	4,608.36
Industrial	1,018,440.00	0.000594	604.95
Public Street/Highway Lighting	373,533.58	0.000594	221.88
Public Buildings	3,122.848.00	0.000594	1,854.97
TOTAL	**27,840,750.58**	**0.000594**	**16,537.41**

Computation of Tricycle CO2 Emissions in Sorsogon City

Table 2

Tricycles in Sorsogon City	Gas Consumed in 2007*	Emission Factor (tCO2/Liter)	Total tCO2 Emissions in 2007
3114	**2005914.24**	**0.00227**	**4553.425**

Households still use incandescent and CFL light bulbs and are not fully conscious on efficient energy use that would not only help them lower their energy cost but also lessen their carbon footprint. Relative to transport, about 40% of the total 3114 registered tricycles, the dominant transport vehicle in the city, still use 2-stroke engines with high pollutant emissions.

2.5 City Consultation and Organizing Issue Working Groups

Following the complex results of the V&AA and GHG profiling, the city government needed to define priority areas and actions. Defining priority actions on each focus-area was crucial for the city to be able to direct its focus on matters that the local government could strategically manage given the limited resources and yet limited knowledge. A city government-level consultation entitled *"Luntiang Daigdig"* was first conducted to help define and design actions to which other stakeholders will be enjoined. During the city government workshop it was agreed that the goal should be focused on *"enhancing the city's capacity for climate change resilience and responsiveness"*. To define what climate actions would deliver quick-wins, the city government discussed on these questions:

- When Climate related disasters strike, what aspects are immediately damaged/disrupted that impedes people to bounce back?
- What are the core issues why such aspects faces immediately damaged?
- What are the factors that could help avoid the damages?

The interaction of people, places, and institutions and their respective factors that require actions towards achieving the goal were the parameters in answering the questions. From these discussions, 4 priority areas were agreed upon: 1) Housing and Basic Services, 2) Livelihoods, 3) Environmental Management, 4) Disaster Risk Reduction. Identification of these areas was largely based on the V&AA results.

[2] City GHG Emissions, Sorsogon City Climate Change Vulnerability and Adaptation Assessment, pp.84

Taking-off from UN-HABITAT's inputs on engaging with stakeholders in doing assessments and planning, a *'City Consultation'* event was conducted on May 2009 in order to further validate the V&AA results and agree with other stakeholders on specific climate change actions that must be done. The city government's TWG members prepared proposition papers on the four priority-areas highlighting potential actions that could be done (Figure 2).

Figure 2

The proposition papers were used by the TWG as discussion points with stakeholders towards defining how to move forward in view of the cities vulnerabilities to climate change. It was in the City Consultation that Issue Working Groups (IWG) which will cover technical discussion on each of the focus-areas were decided to be formed. The IWGs were tasked to study the issues based on the agreements in the city consultation and identify which of the proposed *"quick win actions"* could be demonstrated and how it could done/implemented. The involved stakeholders with specific concerns on each priority area volunteered to be as members of the IWGs while City Government Department Heads concerned with environment, agriculture, engineering, and disaster risk management, were designated as IWG Coordinators. *(See **Annex I-D** for the matrix of IWG members)*

2.6 Community Survey & Site Selection (for Demonstration Projects)

Given the results of the V&AA and the hotspots identification, community household survey was conducted in 5 urban coastal villages. The survey was conducted to define the baseline information that the project could use as basis in defining *'priority actions that must be done'* in response to the realm at the community level. This activity helped the city government, especially the TWG/IWG, to realize that the degree of vulnerability and risks to climate change could not be generalized for a *"whole village"* but should be assessed at the *'neighborhood'* level given that existing socio-economic conditions of each household spells out their adaptive capacity.

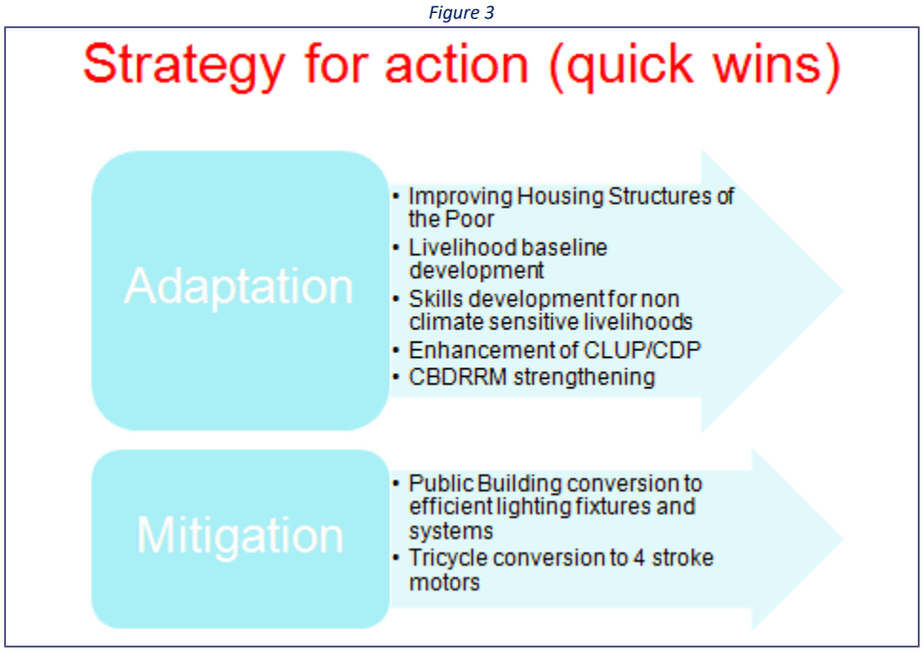
Parallel to the survey, criteria for further assessing the villages were also developed in order identify and establish an objective process in deciding why, where and what projects are most suitable and needed to be implemented in the specific hotspot areas. The city government pursued a very *"objective*

process" in site selection considering that the project intends to "*showcase or demonstrate"* specific doable actions that could lay good foundations for scaling-up. This exercise helped the city government to identify *"demonstration sites"* without potential bias that may come from personal stakes and pressures. A complete report on the site selection process and the survey results is found on *Annex I-E and F*, respectively.

2.7 Design and Implementation of Quick-Wins/Demonstration Projects (Initial Local Climate Change Action Plan)

From the agreed focus areas and proposed quick wins during the City Consultation, the IWGs based on their further research identified priority actions using an asset-based or capacity-based approach in development planning. Prioritized *'quick-win actions'* were identified given its prospects of doability, effectivity, and impact. The quick-wins identified are presented in Figure 3 below. These are believed to be actions that could be done over the short term with highest impact towards achieving the city's goal towards CC resilience and responsiveness whilst ensuring sustainable urbanization.

Figure 3



The city government has developed a complete design and plan for implementation of this *"quick wins"*. These are likewise considered as the city government's demonstration projects for showcasing climate resilient urban coastal settlements in view of the MDGF 1656 project component. The complete project design for implementing actions is found in ***Annex I-H.***

At the end of implementing the above projects, 5 vulnerable communities were benefitted and the competency of the local government was increased. Details of the results are presented in the next section of this report.

III. Matrix of Accomplishments

Output I ***Designing and developing appropriate social and institutional infrastructure for a climate change resilient Sorsogon City.***			
Activity	**Sub-activities and Objectives**	**Participation/Inputs**	**Results/Outputs**
Leaders Orientation on CC	**Courtesy call and Orientation**. To orient the LCE all about climate change and solicit his support for the project.	Selected personnel were invited to attend the orientation	• LCE familiarized with the global warming, climate change, and its effects; • Obtained the commitment of the Mayor on the project evidenced by his participation and engagement in project meetings and planning
	Project presentation to Sangguniang Panlungsod. To present the project to the SP and seek their endorsement and grant an authorization.	Coordinated with the SP and provided assistance during the presentation of UN-HABITAT consultant in the city council.	• Members and staff of the city council briefed what is climate change, its causes and impacts (20 personnel); • SP familiarized with the proposed UN-HABITAT-LGU climate change project; • SP resolution passed authorizing the Mayor to enter into an agreement with the UN-HABITAT.
Organizing the team, workgroups	To organize working groups to take the lead in implementing the climate change project in the city	Identified personnel/groups and roles and responsibilities for each organized group.	
	Interim TWG and Technical Working Group	Facilitated workshops. Provided administrative and secretariat support.	• 8 personnel were assigned as TWG members and a City project coordinator. • **Exec. Order 14** formalizing the organization was issued by the LCE. • Office set up for the UN-HABITAT CC project in the city.
	Expanded Technical Working Group.	Facilitated workshops. Provided administrative and secretariat support.	• 3 More department heads/section chiefs were added in the expanded TWG for a total of 11 members. • 4 ETWG meetings conducted. Members were oriented of their functions and responsibilities for the climate change project.
	Issue Working Groups	Facilitated workshops. Provided administrative and secretariat support.	• Four issue working groups organized with IWG coordinator each. • Four IWG action plans prepared based on city consultations output. Members were oriented of their functions and responsibilities for the climate change issues, action plan.
Building Constituencies and IEC	To promote awareness on climate change causes and effects and advocate adaptation and mitigation measures.	Facilitated and organized community meetings and orientations	• 2 officials and 3 key personnel (LCE and City Administrator, staff) attended the orientation; • Obtained the commitment of the Mayor on the climate change project partnership between UN-HABITAT and LGU.

		Climate change orientation with Sangguniang Panlungsod members	• 20 Personnel (members and staff of the city council) attended the orientation and climate change awareness campaign. • A resolution was passed authorizing the Mayor to enter into an agreement with the UN-HABITAT. • Support for the project was expressed by the City council.
		Climate Change Workshop – Employees and stakeholders	• 100 employees and stakeholders attended the climate change forum.
		Climate Change Forum – City scholars	• 80 City scholars participated in the climate change forum. Prepared action plan on climate change (what the stakeholders can contribute)
		Radio and TV programs	• 2 local radio programs airing tips to mitigate global warming and sharing Sorsogon City's CC Adaptation Programs • 1 local TV station hosting city program showing guests on CC topics
		Students (IECs)	• A total of 300 students attended the forum and oriented on CC 5 Schools participated with the LGU CC forum • 5 Film Showing on CC conducted
		Participation in and coordination of MDG-F 1656 Climate Change IEC Caravan.	• 4 IWG groups attended the forum • Received 2 scenarios for localized projections (2020 and 2050, for increased and temperature and increased in precipitation)
Sorsogon City Climate Change Vulnerability and Adaptation Assessment	**Orientation and Organization** To assign a local focal group to work with UN-HABITAT in the conduct of the assessment.	Data Gathering and Analysis	• Interim TWG organized to assist UN consultants • 7 group members familiarized with CC impacts and provided relevant information to the UN consultants
	Exposure, Sensitivity and Adaptive Capacity Assessment & Transport and GHG Profile To determine the vulnerability and emission contribution of Sorsogon City	Data Gathering and Analysis	• 80 Stakeholders identified and mapped according to influence and stake on the issue. • Defined exposure, sensitivity and adaptive capacity • GHG Profile developed • Awareness on CC causes and impacts conducted.
	Impacts/Risk Assessment To collect available information for the assessment and determine the gaps	Data Gathering and Analysis	• Determined the value of risks based on the V&AA
	FGD, Community Consultations To determine the awareness of the community on climate change and solicit experiences and validate scientific facts.	Data Gathering and Analysis	• Conducted consultations in 9 hotspot barangays and community vulnerability assessment based on their experiences. • Visited 1 remote coastal barangay and community consultation. • Conduct validation meetings in 9 barangays
Sorsogon City Consultation on Climate Change Actions	To solicit from the stakeholders sectoral issues on climate change and actions needed.	Co-facilitated the process of City Consultation and engaged stakeholders	• Four proposition papers were developed where priority issues have been identified. • 80 Stakeholders participated in the consultation. • Identified key persons to manage groups pursuing the identified issues and actions.

Revisiting City Development Plans and Strategies	To enhance the existing City Statutory Plans and define strategies to integrate CC considerations	Data Gathering, Processing and Analysis	• 1 Draft LSP developed • Drafted CLUP/CDP and integrated cc planning parameters • 5 Barangay HH surveys performed for the baselines. MDG indicators updated for the 5 barangays.
Geographic Information System	To provide a tool for sustainable planning and enhance the spatial database information system of the city.	Proposal development and installation of system	• Staff with increased capacity and appreciation on the use of GIS. • GIS installed and used. • Relevant maps produced
Automatic Weather Station.	To provide an early warning tool for climatic changes risks.	Provision of land and perimeter fence design and funding	• MOA with PAGASA DOST • 1 unit AWS installed and operational
	Provincial and National Climate Change Forum	Personnel attendance and sharing of experiences.	• Participated in 3 provincial CC forums. • Attended in 2 national fora related to climate change.
	International Conferences	Personnel attendance and sharing of experiences.	• Participated in 4 international conferences related to climate change.
Output II ***Piloting innovative climate change mitigation and adaptation technologies and mechanisms in the urban coastal setting***			
Activity	**Sub-activities and Objectives**	**Participation/Inputs**	**Results/Outputs**
Household Survey and Baselines	To determine the baseline data for the 5 priority hotspot barangays.	Training for the enumerators Survey materials delivery and retrieval of accomplished forms. Preparation of summary reports.	• 30 BHW, midwives and barangay officials mobilized as survey enumerators • 4000 HH surveyed
Assistance to UN-HABITAT's Intern	To acquaint the intern with hotspot communities and be familiarized with local construction materials, practices, and policies	Technical assistance on analysis and estimating Visits to the community Information on local materials	• Detailed estimate prepared for costing. • Structural analysis conducted for strength • Familiarization sessions conducted for the intern about local construction materials, practices, and policies
Demonstration Project.	To showcase climate change resiliency and responsiveness through a demonstration project.	Design development and implementation of demo projects	• 9 IWG consultations conducted • 5 demo sites shortlisted • Selection criteria formulated *Housing and Basic Services:* • Local Minimum housing standards and site planning for CC Resilient housing structures developed and agreed for adoption • Community-based house/structure evaluation scheme developed and applied • 5 Community Action Plans developed • Proposed Design for model-socialized housing structure

			• Community-based house structure assessment for CCA applied 5 villages
			• 43 House structures assessed in view of the standards developed.
			• 33 PoWs and cost estimates for selected house structures developed.
			• 30 Houses retrofitted
			• Developed Prototype Design for constructing Resilient House Structure for low-income households
			
			Alternative Livelihoods (non-climate sensitive income generating activities/work)
			
			• Settlements/community livelihood baselining tool developed and applied (resulting to community livelihood profiles)
			• MOA of City Government and TESDA signed
			• 4 TESDA Modules adopted and enhanced with inputs on CC considerations
			• Project Designs/Proposals developed and approved (City and UN-H).
			• Expanded livellihood assets of vulnerable families in selected sites.
			• 101 individuals trained on alternative (non-climate sensitive) skills/ with TESDA .
			• 96 Trainees passed National Competency Test
			
			Disaster Risk Reduction
			
			• Conducted SMART School Design Workshop resulting to suggested design considerations for a "Schools cum EC"
			• Selected Brgy. Balogo Elem School as demo school
			• Engaged community, DepEd, Sorsogon State College, UAP members, PICE members, etc. for the DRR/CCA convergence work
			• Brgy. Balogo DRR plan reviewed and enhanced
			• MoA with Brgy. Balogo, DepEd, and City Government signed to facilitate implementation
			• Implemented city-wide Social Artistry activities:
			  • Story writing
			  • Story-telling
			  • Big book illustration
			  • Poster making
			• Camp Management and Coordination Plan developed for Brgy Balogo and 'Retrofitted'/Extended Balogo School enhancing its service capacity to be an EC.
			• 64 Brgy leaders trained in reading and using AWS
			• Installed AWS and city complemented with Rain Gauge installation in select coastal barangays.

			Environmental Management (cheap and CC responsive lighting system @ home and public buildings; sustainable tricycle operations) • 25 City Govt. staffs and transport group members with increased knowledge on local policies on sustainable transport schemes through City to City sharing with Puerto Princesa City. • 1 Seminar Conducted on Environment Project: Energy Efficient lighting and Transport to 5 brgys. And 18 transport groups. • Draft Executive Order for the Replacement of Existing Street Lights and Public Bldgs. from Incandescent / Fluorescent into LED Lamps • 100 units of LED Bulbs installed (streetlights of the 5 Pilot Brgys.) • 46 sectoral and village representatives with increased knowledge energy efficiency for CC *Comprehensive Land Use Plan (CLUP)* • Drafted revised Land Use Plan and Comprehensive Development Plans integrating CC considerations. • Produced policy zone maps, multi-hazard map, land-use maps; SLR mapping; Satellite imagery procured (2011).
Output III ***Codifying of adaptation options for vulnerable human settlements.***			
Activity	**Sub-activities and Objectives**	**Participation/Inputs**	**Results/Outputs**
Knowledge Management	Documenting activities and processes for referencing and sharing purposes.	Documentation of activities (monitoring) and report writing	• Developed IEC scheme for each of the project • Poster (ADAPTAYO) design re: housing finalized and printed and used in 64 Brgys. • EM: printed IEC materials and distributed in 64 Barangays • Broadcasting of Radio and TV Infomercials; City Government Local Radio Programme featuring CC initiatives aired (every Monday) • Documentation of demo activities and developed such into brochures • Local Minimum Housing Standards and Site Planning for CCA developed
Administrative and Finance	To provide administrative support in the implementation of the project.	TWG Admin/secretariat personnel	• Effective and efficient management of project funds • Created the City Climate Change Office

IV. Learnings in Achieving Objective 1: *"Designing and developing appropriate social and institutional infrastructure for a climate change resilient Sorsogon City"*

The following key elements facilitated the achievement of this objective:

a. Ensuring that the City Government Leaders and Technical Staff as well Local Stakeholders are at the core of the process

- This was facilitated by engaging in dialogues, participating in trainings and workshops (local, national, international), and in fostering joint decision making. This was a long process but is found to be vital and crucial to ensure sustainability of actions and encouraging wider support for resiliency initiatives that must be done. Although externally supported, the city government owns the process as the methodology used for capacity building centered and worked on the local (city) value system and development goals.

Members of the Sangguniang Panglunsod oriented on climate change and their role in the enhancement of the city's CLUP.

b. Conducting the Vulnerability and Adaptation Assessment

- The V&AA was a key step that helped the city government to appreciate climate change as a local issue. It was through the V&AA process that local individuals and institutions and more importantly the communities were able to engage in fleshing out how climate change impacts the local society and potentially hinder the city's sustainable development.
- V&AA assessments should be done in a participatory and multi-sector manner.
- Steps taken in the V&AA assessment led to increased local skills and competencies especially in understanding exposure, sensitivity, and adaptive capacity and into further valuing the risks that the identified vulnerabilities bring about to the city.
- It was crucial for the city to have data and information available to successfully do a V&AA, but then inadequacy of city government data should discourage technical teams to pursue the work. Proxy information and data from other institutions could be used in order to do a V&AA.
- Community experiences and observations are very vital. This facilitates groundtruthing of generalized data (e.g. assumptions from large-scaled mapping exercises).
- The V&AA results would be an important reference in development planning, especially in *"Designing and developing appropriate social and institutional infrastructure for a climate change resilient City"*. Although it is noted that the V&AA report could be further updated/enhanced especially if new data becomes available that would improve the analysis.

c. Developing a Climate Change Responsive City Shelter Plan

- Developing climate change responsive city shelter plan is an important element in promoting sustainable urban development and in "*Designing and developing appropriate social and institutional infrastructure for a climate change resilient Sorsogon City".*
- Conducting series of workshops that are likewise designed in a training/capacity building approach will facilitate knowledge transfer and local ownership.
- The local shelter plans should be reflective of future and current demands of settlements when it comes to climate change adaptation. This comes from the fact that designs and services may no longer be enough to support safety and resiliency of families given projected changes in climate and new risks that they may face.
- Although the city has developed its shelter development strategy it is crucial that this be supported by a local policy or ordinance so that resources like budget and manpower will be made available to ensure its implementation.

d. Mainstreaming City Comprehensive Land Use Plan and Comprehensive Development Plan

- Mainstreaming CC and DRR in the CLUP/CDP could be made possible if there is a V&AA and risk assessment available as reference.
- The V&AA results should be able to expand and enhance the regular ecological profiling step in the CLUP/CDP formulation
- Risk sensitive CLUP/CDP development would be more effective if done in a participatory manner and considerations are further stretched to look into future scenarios.
- It is vital to consider *"designing and building with nature"* and not control it that could result to poor or costly risk management options.
- Formulating policy zones based on the vulnerability study would enable the LGUs to establish regulations for future development towards climate change adaptation and disaster risk resiliency.
- Policy zones can be utilized as criteria for screening projects based on how it fits with the LGU's development strategy.

Figure 4

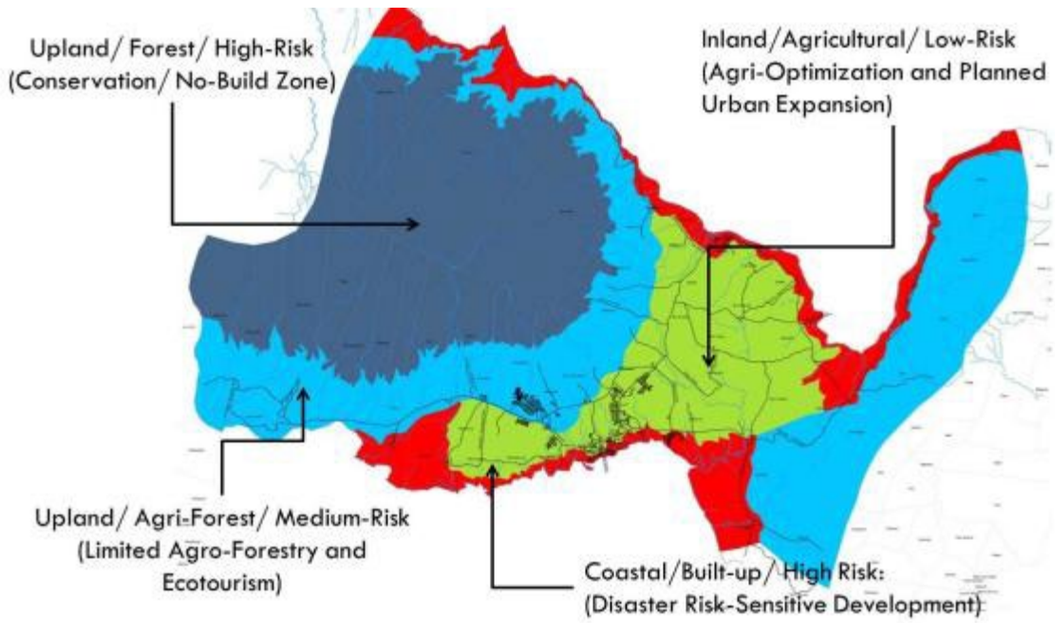


Figure 5 Enhanced CLUP Map with the 4 Policy Zones

V. Learnings Achieving Objective 2: *"Piloting innovative climate change mitigation and adaptation technologies and mechanisms in the urban coastal setting"*

a. Community/Site Selection

- The community and the city learned how to conduct an object site/beneficiary selection process. It helped understanding of the importance of having baselines as determinant for developing projects and priorities.
- Site selection in terms of the survey could use 100% enumeration. This gave a clearer picture of what is needed at the family level.
- Criteria for selecting priority communities on the other hand could be developed using indicators that would facilitate effective and successful project implementation
- Following the process done in community/site selection, the city intends to use the learnings in the conduct of regular city projects. This is especially relevant as it would contribute to objective decision making.
- It is a city realization that in establishing a baseline (survey) for development planning, resources are needed (i.e. funding, tools, manpower) and these cannot be undermined. Otherwise absence of a baseline would pose constraints to implementation and in achieving results.

b. Developing the Demonstration Project Design (Climate Change Action Plan)

- Designing demonstration projects need inputs from other stakeholders beyond the city government as there maybe information and technical know-how which could be sourced from other stakeholders. Modalities like FGDs, Consultations, and Signing of Partnerships were crucial.
- Utilizing the results of surveys and baselines was crucial for a more focused design of interventions.
- In developing designs, it is crucial to consider doability, practicality, and impact of desired outputs.
- Designs and plans should be shared and developed in consultation with communities
- Design process could be long. The Sorsogon experience shows as long as 4-months. This was brought by varying factors like the need to validate the data first and need for further research and consultations with other groups with stakes/interest on the initiative.
- It helps to have experts/consultants to guide the process and provide inputs.

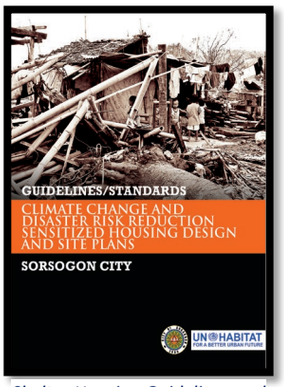
c. Showcasing Innovative Projects as 'Quick-wins' for Climate Change Resilience and Responsiveness (Implementation of the Four Demonstration Projects)

- Commitment from the city government and its partners in implementation is crucial. It would help if the partnership is outlined in a signed MoA to clarify roles and responsibilities of all partners involved. It would also help in identifying resource inputs from everyone leading to a more efficient and effective implementation.
- IWGs should continuously support the implementation and in the event that some individual/institutional members cease to participate, the city government being the lead organization for the project should be able to take on the work and develop adjustment strategies.
- Implementation should highly involve the beneficiaries/selected demo sites for sustainability.
- Implementation should stick to the agreed work plan and in case there are changes or delays it should be properly communicated to all partners.
- Unforeseen constraints and challenges could be faced hence a risk-management strategy should be defined from the very beginning.
- Unavailability of technical resource person to input on or supervise implementation may be a constraint but this could be resolved by ensuring partnerships with academe and other institutions of professional groups.
- The process of implementation should be documented so that learnings and technical adjustments are captured hence eventually be used as knowledge sharing materials and/or basis for local policy adjustments.

VI. Achieving Objective 3: *"To codify a set of adaptation options for vulnerable human settlements"*

6.1 SHELTER DEMO PROJECT

Local Minimum Housing Standards. Participants comprised of various shelter stakeholders from the academe, professionals (engineers and architects), National Government Agencies, (HUDCC, HLURB, NHA, DPWH), Barangay Officials concerned, City Department Heads as well as NGOs contributed in the formulation of housing standards thru a series of workshops, consultations and technical working group meetings. The agreed and adopted standards/guidelines is attached as ***Annex II-A***



Shelter Housing Guidelines and Standards

Housing Evaluation Toolkit. The Minimum Housing Standards served as the basis for the formulation and development of a ***Housing Evaluation Tool Kit*** which is the backbone of the Retrofitting Project. The Evaluation Tool Kit was thoroughly explained and demonstrated through a series of Community Action Planning exercises in the 5 pilot barangays, namely: Cabid- an, Bitan-o, Sirangan, Talisay, and Sampaloc. The toolkit was used to identify possible beneficiaries based on the data gathered during the house evaluation stage of the community action planning workshops for the 5 pilot barangays. The participants comprised of barangay officials and leaders evaluated the structures themselves and their outputs were reviewed and validated by the City Engineering Office. A participative approach was used whereby the beneficiaries were empowered to evaluate their own housing units for possible retrofitting. In addition, the transfer of technology from the city engineers to the beneficiaries was highlighted during the *"Learning Visit and Meeting of the Programme Management Committee (PMC) Delegates for the 4th Quarter of 2011"* held last October 18-20, 2011**.**

To formalize the responsibilities and accountabilities of parties involved in the project, a Memorandum of Agreement (MOA) was signed between the ***City Government*** and the ***Retrofitting Beneficiaries*** *(A copy of the MOA is included as* ***Annex II-B****)*.

Demonstrating the use of the House Assessment Tool to the Barangay Participants of the CAP Workshop

Community Action Planning. To prepare the barangays for the house retrofitting project, Barangay Officials together with the IWG/TWG members participated in the formulation of criteria for the selection of beneficiaries in house retrofitting. In addition, resources mapping and zoning/land use plans were drafted by the barangay participants for future projects relating to climate change adaptation. The set of criteria is attached as ***Annex II-C.***

Retrofitting of Housing Units. After selecting beneficiaries using the criteria formulated, the 30 beneficiaries chosen from the 5 pilot barangays were oriented on what to expect from the project. To ensure that other people may also benefit from the retrofitting, it was agreed that the homeowners will pay half of the retrofitting cost which in turn will enable other beneficiaries to avail of the retrofitting program. The Homeless Peoples Federation of the Philippines, Inc. (HPFPI) has been tasked to assist the beneficiaries in social preparation, savings mobilization and housing amortization payments. A Memorandum of Agreement ***(Annex II-A)*** was forged among the beneficiaries, barangay and the City Government specifying the responsibilities of the parties involved. The retrofitting of the 30 houses was completed in December 2011. An initial impact assessment was conducted to determine the effectiveness of the retrofitting project and solicited suggestions for improvement as basis for replication in other areas.

Fi: Benicarlo Torres', one of the beneficiaries in Brgy. Bitan-o, showing his house before, during and after the retrofitting.

To further educate the citizens on the importance of strengthening their homes, 200 *"ADAPTAYO"* posters were initially distributed to all 64 barangays of Sorsogon City, a copy of which ***(Annex II-D)*** is attached for reference.

6.2 LIVELIHOOD DEMO PROJECT

The *"Community Livelihood Baselining"* activity was conducted among the 5 pilot barangays. This was used to identify possible alternative livelihood in the context of climate change. Another tool used to determine the extent of assistance among the 5 pilot barangays is the *"Profiling",* developed per barangay. It consists of: a) General Description; b) Population; c) Social Well–Being; d) Economy; e) Environment and Natural Resources; and f) Institutional Support.

Food Processing Training

The following Construction Skills Trainings were conducted by the IWG Livelihood and participated by beneficiaries selected from the 5 Pilot barangays:

a) Carpentry NC II (162 hrs. - 21 days)
b) Building Wiring Installation NC II (402 hrs. - 51days)
c) Masonry NCII (258 hrs. - 33days)
d) Food Processing NCII (568 hrs. - 71days)

Building Wiring Installation, Carpentry and Masonry Trainees at work.

Additional training modules *"Tile Setting"* and *"Construction Painting"* which lasted for two weeks were also conducted for the beneficiaries to become multi-skilled workers so that they can be more competitive and ready for the multi-tasking requirements of the construction industry.

Accordingly, a Memorandum of Agreement ***(Annex II-E)*** was signed between the City Government and TESDA specifying the responsibilities of the parties involved.

The 101 beneficiaries of the training modules were provided with start-up to enable them to practice their new trade consisting of complete sets of tools they can utilize. After the graduation, the trainees took the TESDA Competency exam and 96 of the graduates became certified NC II. 15 Trainees from the Carpentry and Masonry module were hired to assist in the Shelter Retrofitting Project.

6.3 ENVIRONMENTAL MANAGEMENT DEMO PROJECT

The principal objective of the Environment Demo Project is to come up with doable actions on agreed priority areas. This is done by initiating demonstration projects showcasing practical solutions to identified issues but with high upscaling potential for future mainstreaming. In one of the meetings of the IWG-Environment, it was agreed to implement the following demonstration projects:

a) Conversion of incandescent and fluorescent bulbs into energy-efficient lightings (e.g. LED Lights) for streets and public buildings;

b) Creation of local policy for the conversion of two-stroke tricycle engines into more efficient and emission-reducing engines. (e.g. 4-stroke engines)

Demo projects were based on the Greenhouse Gas (GHG) Profiling data specified in the City Vulnerability & Adaptation Assessment (V&AA). The Demo Projects were designed to reduce energy consumption of the local energy and transportation sectors for the purpose of lowering City GHG emissions and contribute in the mitigation of Climate Change impacts, starting first in the public buildings and streets in five pilot barangays and tricycles operating within the City. This is done by using energy-efficient lightings and engines which reduce energy consumption without sacrificing energy-use. The resulting outputs of the IWG Environment are:

Installed LED Light in Brgy. Talisay

a) Printed IEC materials (posters and fan) on climate change mitigation;
b) Broadcasting of Radio and TV infomercials on climate change;
c) Pilot Barangays with increased knowledge on CC responsive and energy use;
d) Local policy on energy-efficient lightings;
e) Local policy on the conversion of two-stroke engine tricycles into more energy efficient and emission-reducing engines.

Environmental Management Demo Project and CC Orientation for the Barangay and Transport Sector

An orientation seminar regarding the Environmental Demo Project was conducted on May 25, 2011 and was attended by a total of 46 persons with representatives coming from the 5 pilot barangays as well as tricycles drivers and operators. Speakers from the City Government, DENR and EMB were invited to give lectures on Climate Change and the Philippine Clean Air Act (RA 8749).

To reinforce the knowledge of barangay officials on climate change adaptation and mitigation, total of 1000 pcs of flyers and 500 pcs of posters containing basic information on the demo project were printed. Benefits and advantages of the Light Emitting Diode (LED) lamps over CFL and incandescent lighting fixtures were included in the IEC materials. Audio and video presentation for radio and TV broadcasts were also created enlisting the technical expertise of AITV 5.

Executive Order (E.O.) No. 11 ***(Annex II-F)*** was signed by the Mayor directing the replacement of incandescent and CFL Streetlights and other public infrastructures with LED lights. Likewise E.O. 16 ***(Annex II-G)*** was passed integrating climate change in the non-formal curricula of city secondary schools.

6.4 DISASTER RISK REDUCTION DEMO PROJECT

The DRR demo project has 2 components: 1) School cum Evacuation Center and; 2) Social Artistry. The *Schools Mitigating and Adapting to Risk and Threats (SMART)* School cum Evacuation Center demo project was selected due to the fact that public schools (elementary, high school and college) are already being utilized as ECs during calamities and hazards. Barangay Balogo was selected as the pilot site for the demo project. A workshop on SMART School Design and Camp Management was conducted by the IWG DRR. The design formulated during the workshop ***(Annex II-H)*** was the product of the collaborative effort among the academe, LGU personnel, National Government Agencies, Private Sectors and other Stakeholders. Apart from creating an ideal design for the SMART School, the participants were also oriented on Camp Coordination and Management. They were guided by parameters in formulating the plan, taking into account the guiding principles of SPHERE (an international camp management and coordination standard).

SMART School Ideal Design

Retrofitted school room cum evacuation center (using the modular design of SMART School) in Balogo Elementary School.

Another component of the DRR Demo Project is Social Artistry. The main objective of this component is to instill awareness among the youth on the city's crusade against the negative impacts of climate change as well as disaster preparedness. The initial activity was the consultation meeting of all school principals and teachers on the proposed competition on story writing, story-telling, *"Big Book"* illustration and *"On-the Spot"* poster-making contest. On September 14-15, 2011, the Social Artistry competition was held at the City Hall Function Room. With the theme ***"Our City, Our Crusade against Disasters and Climate Change"***, teachers, mentors and students from different secondary schools all over the city eagerly participated in the earlier mentioned events.

Big Book Illustration, Poster-making, Story-Writing and Story-Telling contests conducted as part of the Social Artistry component of the DRR Demo Project.

In both components of the DRR project, monitoring schemes were planned out and formalized in the form of a Memorandum of Agreement ***(Annex II-I)*** specifying the responsibilities of Barangay Balogo, Balogo Elementary School, Department of Education (Sorsogon City Division Office) and the City Government of Sorsogon. Stakeholders have been designated to monitor and evaluate the project to ensure sustainability. They were tasked to regularly check the progress of the project, to report the problems and take charge of day to day operation.

VII. Financial Management and Fund Use

SORSOGON CITY CLIMATE CHANGE PROJECT
FINANCIAL STATEMENT**
(Figures might change as this is as of March and is Subject to Audit)
For period of April 2009 to March 2012

LINE ITEM	ACTUAL BUDGET	EXPENDITURES		TOTAL
		Disbursed (A)	Committed (B)	(A + B)
GENERAL FUND				
Personnel	790,560.00	780,522.64	16,000.00	796,522.64 [1]
Miscellaneous Expenses	118,584.00	108,126.90	2,356.00	110,482.90 [2]
Trainings/Conferences	351,360.00	359,461.19		359,461.19
Travel Expenses	129,564.00	133,843.64		133,843.64 [3]
Transportation Expenses	188,856.00	177,923.10	690.00	178,613.10 [4]
Supplies	76,860.00	72,130.88	4,729.12	76,860.00 [5]
General Fund Sub-Total:	**1,655,784.00**	**1,632,008.35**	**23,775.12**	**1,655,784.00**
DEMO PROJECTS				
Shelter	4,915,960.00	4,308,422.78	493,236.84	4,801,659.62 [6]
Livelihood	1,133,000.00	1,239,403.50		1,239,403.50
Environmental Management	788,486.00	796,385.50		796,385.50
DRR	1,059,259.00	1,039,726.91	19,530.00	1,059,256.91
Demo Projects Sub-Total:	**7,896,705.00**	**7,383,938.69**	**512,766.84**	**7,896,705.53**
TOTAL:	**9,552,489.00**	**9,015,947.04**	**536,541.96***	**9,552,489.00**

Note:

1. **PERSONNEL** — The deficit amounting to **P5,962.64** was attributed to the need to grant the 13th month statutory pay to personnel. Said amount was sourced from the Transportation Line Item Budget.
2. **MISCELLANEOUS EXPENSES** — The budget for the miscellaneous expense was not fully utilized. Hence, the excess amount of **P8,101.19** was used to offset the budget deficit of Trainings/Conferences Line Item Budget.
3. **TRAININGS/ CONFERENCES** — Due to unprogrammed trainings, a total of **P8,101.19** deficit was incurred. The deficit or excess expenditures amounting to **P8,101.19** was sourced from the Miscellaneous Expenses Line item Budget.
4. **TRAVEL EXPENSES** — Unexpected travel invitations caused the deficit amounting to **P4,279.64.** The deficit or excess expenditures amounting to **P4,279.64** was sourced from the Transportation Expenses Line Item Budget.
5. **TRANSPORTATION EXPENSES** — The excess amount of **P10,242.28** was utilized to offset the deficit of the Travel Expenses and Personnel amounting to **P4,279.64** and **P5,962.64**, respectively. The budget for transportation expense was not fully utilized.
6. **SHELTER DEMO PROJECT** — The excess amount of **P114,303.00** was used to offset the budget deficit of the Livelihood and Environmental Management Demo Projects amounting to **P106,403.50** and **P 7,899.50,** respectively. The budget for the Shelter Demo Project was originally pro-rated per housing unit. However, the actual expense showed different costings. Expenses for most housing units were below the average computed costs.
7. Remaining funds amounting to **P536,541.96*** was already committed to the ongoing activities of the Climate Change Office up to **June 2012**, to wit:
   * The amount of **P100,000.00** was committed to cover the various miscellaneous expenses, Travel expenses, Transportation expenses, Office Supplies, 13th month pay of the personnel/staff for the year end 2011 and other expenses.
   * The amount of **P236,541.96** was committed for the construction of the Prototype CC Resilient Housing Unit and the culminating activities of the Climate Change Project Office amounting to **P200,000.00.**
8. There is an **urgent need** to release the last tranche (10% of the total Project Fund) because the LGU is encountering financial difficulties due to the reduction of IRA nationwide and other financial constraints.

VIII. Annexes

Annex I:

a. Executive Order No. 14
b. Annual Work Plan
c. V&AA Report
d. Matrix of IWG Members
e. Criteria for further assessing the villages: Survey Results
f. Site Selection Process
g. City Climate Change Action Plan
h. Project Design for Implementing Actions

Annex II: Knowledge Management Products

a. Shelter Guidelines/Standards
b. MOA Shelter Retrofitting
c. Shelter Beneficiary Selection Criteria
d. ADAPTAYO Poster
e. MOA between LGU and TESDA
f. Executive Order No. 11
g. Executive Order No. 16
h. SMART School Design
i. MOA between and among Brgy. Balogo, DepEd and LGU