



Municipal Planning & Development Office

TRAINING PHOTOS

May 28, 2026

CRITERIA	POINTS	DETAILS
Documentation of LPMC Best Practices	25 points	To measure the qualitative contributions of high functionality LPMCs in the region, the potential LPMC awardees shall submit a maximum of 2 pages (A4, Arial, font size 12) of narrative highlighting the following: 1. Monitoring activities of the LPMC to key projects implemented in the LGU; 2. Best practices of the LPMC; and 3. Highlights of the CSO participation in the LPMC 4. Context, Capacity, Result
Bonus Points	5	Awards, Recognition received within the assessment period
TOTAL 105 POINTS		

CONTEXT

The Context section should discuss the existing governance and monitoring **situation before** interventions were introduced.

Possible Challenges:

- Delayed implementation of projects
- Weak monitoring systems
- Lack of coordination among offices
- Incomplete project documentation
- Low compliance with reporting requirements
- Limited citizen participation
- Delayed submission of monitoring reports
- Inactive or non-functional LPMC
- Lack of technical capacity in project monitoring

SUPPORTING DOCUMENTS

- Executive Orders
- LPMC Resolutions
- Monitoring Reports
- Minutes of Meetings
- Attendance Sheets
- Photos and Videos
- SubayBAYAN Reports
- Capacity Building Documentation
- Certifications and Accomplishment Reports
- Monitoring Tools and Dashboards
- Other relevant supporting documents

CAPACITY

This section discusses **how** the LPMC addressed identified challenges.

Possible Capacity Mechanisms:

- Adoption of monitoring policies and protocols
- Regular conduct of project M&E
- Use of digital monitoring tools and development of monitoring templates and dashboards
- Creation of monitoring schedules and reporting systems
- Capacity building activities and trainings
- Institutionalization of feedback and issue-resolution mechanisms

TIPS

- ✓ Focus on significant governance changes
- ✓ Highlight sustainability and institutionalization
- ✓ Use accurate and verifiable information
- ✓ Showcase participatory governance practices
- ✓ Ensure consistency between narrative and supporting documents
- ✓ Demonstrate the contribution of the LPMC to development outcomes

RESULTS

This section highlights the **positive changes** brought about by the interventions.

Possible Results

- Improved project implementation efficiency
- Increased transparency and accountability and Improved public trust and governance practices
- Enhanced compliance with monitoring requirements
- Reduced project delays
- Better project documentation and reporting
- Increased functionality rating of the LPMC
- Timely identification and resolution of project issues