

**Republic of the Philippines
National Innovation Council**

**FY 2023 INNOVATION GRANTS
FORM 1: GRANT APPLICATION FORM**

1. General Information			
1.1 Proponent			
1.1.1 Type of Government Office*	National Government Agency (NGA)		
1.1.2 Proponent*	National Economic and Development Authority (NEDA)		
1.1.3 Proponent's Address*	12 St. J Escriva Drive, Ortigas Center		
	Building Number, Street, Barangay		
	Pasig City	Metro Manila	
	City/Municipality	Province/District	
	NCR	1605	
	Region	Postal Code	
1.1.4 Head of Proponent Agency*	Arsenio M. Balisacan		Secretary
	Name		Designation
1.1.5 Proponent Agency's Contact Details*	https://neda.gov.ph/	info@neda.gov.ph	8631 0945 to 56
	Official website	Official Email Address	Telephone Number
1.2 Focal Persons			
1.2.1 Program, Activity, and Project Leader/Focal Person (preferably with plantilla position)*	Eko N. Miya		Chief Economic Development Specialist
	Name		Designation
	Central Office – Innovation Staff		
	Operating Unit and Office		
	Email Address	Mobile Number	Telephone No.
1.2.2 Alternate Focal Person (preferably with plantilla position)			
	Name		Designation
	Operating Unit and Office		
		Email Address	Mobile Number

1.3 Partnerships (if applicable, maximum of 5)

Name of Partner Entity	Nature of Partnership Agreement
1. Department of the Interior and Local Government (DILG) – Local Government Academy (LGA)	<sample> Memorandum of Agreement on participant search and call of applications
2. Development Academy of the Philippines (DAP)	<sample> Pool of trainers who have the necessary expertise and experience
3. [encode]	[encode] (+)

2. Project Proposal

2.1 Overview

2.1.1 Program, Activity, and Project Proposal Title*	Local Innovation Facilitators and Cascading Workshop	
2.1.2 Short Description of the Proposal (maximum of 100 words)*	Innovation is a key driver of economic growth and inclusive development, and local innovation ecosystems can play a critical role in promoting innovation. By providing training and skills development to innovation facilitators at the local level, it can help to create a more conducive environment for innovation. Innovation facilitators who are trained in best practices and have the necessary skills can help to strengthen the local innovation ecosystem by fostering collaboration, promoting knowledge sharing, and creating a supportive environment for innovation.	
2.1.3 Objective Statement*	The project aims to promote innovation and capacitate local leaders with creative and design thinking that will be integral in pursuing innovative solutions to community problems.	
2.1.4 Funding Requirement (in PHP)	PHP 1,386,000.00	
2.1.5 Implementation Period*	July 1, 2023 From	June 30, 2024 To

2.2 Rationale

2.2.1 Significance of the Proposal (maximum of 500 words)*	<SAMPLE TEXT> Empowering local innovation facilitators through capacity building activities are crucial for several reasons. By providing training and skills development to innovation facilitators at the local level, it can help to create a more conducive environment for innovation. As local innovation ecosystems are critical for driving innovation and economic growth, innovation facilitators who are trained in best practices and have the necessary skills can help to strengthen the local innovation ecosystem by fostering collaboration, promoting knowledge sharing, and creating a supportive environment for innovation.
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	<p>This enhanced capacity can also bridge the gap between research and industry by identifying potential collaborations, facilitating partnerships, and promoting the commercialization of research findings. Innovations arising from these activities can create new industries, products, and services, which can in turn create jobs. By training innovation facilitators at the local level, it can help to create a more dynamic and innovative local economy, which can lead to job creation and economic growth.</p> <p>More importantly, local innovation facilitators can help to identify and address local challenges, such as those related to environmental sustainability, social inequality, and public health. By developing local solutions to these challenges, it can help to improve the quality of life for local communities and contribute to a more sustainable and equitable future.</p> <p>Overall, cascading innovation facilitators' training and skills at the local level is important for promoting innovation, strengthening local innovation ecosystems, bridging the gap between research and industry, creating jobs, and addressing local challenges.</p>
<p>2.2.2 Innovation Goals and Sector Relevance (choose 1)*</p>	<p>Main Sector (choose 1 only)</p> <p>Proactive, Smart, and Innovative People</p> <p><input type="checkbox"/> Learning and Education</p> <p><input type="checkbox"/> Health and Well-Being</p> <p>Competitive and Resilient Economy</p> <p><input type="checkbox"/> Food and Agribusiness</p> <p><input type="checkbox"/> Finance</p> <p><input type="checkbox"/> Manufacturing and Trade</p> <p>Collaborative and Reliable Institutions</p> <p><input type="checkbox"/> Transportation and Logistics</p> <p><input type="checkbox"/> Public Administration</p> <p><input type="checkbox"/> Security and Defense</p> <p>Efficient, Clean, and Sustainable Environment</p> <p><input type="checkbox"/> Energy</p> <p><input type="checkbox"/> Blue Economy and Water</p> <p>■ Sector Agnostic</p> <p><input type="checkbox"/> Others</p> <hr/>

	<p>Other Sector (no maximum)</p> <p>Proactive, Smart, and Innovative People</p> <ul style="list-style-type: none"> <input type="checkbox"/> Learning and Education <input type="checkbox"/> Health and Well-Being <p>Competitive and Resilient Economy</p> <ul style="list-style-type: none"> <input type="checkbox"/> Food and Agribusiness <input type="checkbox"/> Finance <input type="checkbox"/> Manufacturing and Trade <p>Collaborative and Reliable Institutions</p> <ul style="list-style-type: none"> <input type="checkbox"/> Transportation and Logistics <input type="checkbox"/> Public Administration <input type="checkbox"/> Security and Defense <p>Efficient, Clean, and Sustainable Environment</p> <ul style="list-style-type: none"> <input type="checkbox"/> Energy <input type="checkbox"/> Blue Economy and Water <ul style="list-style-type: none"> <input type="checkbox"/> Sector Agnostic <input type="checkbox"/> Others <hr/>
<p>2.2.3 Type of Funding Support*</p>	<p>Main Typology (choose 1 only)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Pre-commercialization, Commercialization, or Diffusion Project <input type="checkbox"/> Innovation Facility or Services <input type="checkbox"/> Innovation Policy Research <input checked="" type="checkbox"/> Innovation Culture Promotion <p>Other Typology</p> <ul style="list-style-type: none"> <input type="checkbox"/> Pre-commercialization, Commercialization, or Diffusion Project <input type="checkbox"/> Innovation Facility or Services <input type="checkbox"/> Innovation Policy Research <input type="checkbox"/> Innovation Culture Promotion

2.2.4 Responsiveness to Philippine Innovation Act* (choose maximum of 4):

- MSME Innovation (Sec 12)
 - Innovation Centers and Business Incubators (Sec 13)
 - Regional Innovation and Cluster Development Program (Sec 14)
 - Strategic RD&E (Sec 15)
 - Diaspora for Innovation and Development (Sec 18)
 - Advocacy and Community Education (Sec 20)
 - Public Sector Innovation
 - Inclusive/Social Innovation
- Innovation Instruments (Sec 16)
- Technology Programs
 - Technology Platforms
 - Human Capacity Building Programs
 - Innovation Networks
 - S&T Parks

2.2.5 Applicable SDGs (choose maximum of 4)*

- SDG 1: No Poverty
- SDG 2: Zero Hunger
- SDG 3: Good Health and Well-being
- SDG 4: Quality Education
- SDG 5: Gender Equality
- SDG 6: Clean Water and Sanitation
- SDG 7: Affordable and Clean Energy
- SDG 8: Decent Work and Economic Growth
- SDG 9: Industry, Innovation and Infrastructure
- SDG 10: Reduced Inequality
- SDG 11: Sustainable Cities and Communities
- SDG 12: Responsible Consumption and Production
- SDG 13: Climate Action
- SDG 14: Life Below Water
- SDG 15: Life on Land
- SDG 16: Peace and Justice Strong Institutions
- SDG 17: Partnerships to achieve the Goal

2.3 Objectives and Targeted Outcome	
2.3.1 Target Beneficiaries*	Local facilitators in the local innovation ecosystem, local entrepreneurs, MSMEs, innovators, and startups
2.3.2 Specific Target Groups (if applicable)	<input type="checkbox"/> Youth & Children <input type="checkbox"/> Indigenous Peoples <input type="checkbox"/> Geographically Isolated and Disadvantaged Areas <input type="checkbox"/> Senior Citizen <input type="checkbox"/> Persons with Disability (PWD) <input type="checkbox"/> Gender and Development (GAD) groups <input type="checkbox"/> Others _____
2.3.3 Logical Framework: Outcome and Output Indicators	
Outcome Indicators	Output Indicators/ Physical Target Accomplishment
Outcome 1: Increase in the number of facilitators who can be tapped to help cascade and train others to develop and promote innovation and creative thinking	1.1: No. of applications received and acknowledged
	1.2: No. of applicants deliberated
	1.3: No. of delegates who successfully completed the facilitator program
	1.4: No. of re-entry/cascading plans implemented
Outcome 2: Increase in the number of personnel in the local level who are skilled with design thinking and is pursuing innovative solutions to local challenges	2.1: No. of equipment, supplies and materials procured
	2.2: No. of activities conducted
	2.3: No. of workshops conducted
2.4 Implementation	
2.4.1 Narrative of Implementation Plan and Strategies (max 700 words)*	<p><SAMPLE TEXT></p> <p>Implementing a training program to enhance the capabilities of local and community-based innovation facilitators involves the following several key steps:</p> <ul style="list-style-type: none"> Needs assessment: Conduct a needs assessment to identify the knowledge, skills, and competencies required for effective innovation facilitation at the local and community level. This may involve engaging with stakeholders, including local businesses, community organizations, and government agencies. Develop a training plan: Based on the needs assessment, develop a comprehensive training plan that outlines the learning objectives, training modules, and delivery methods for the program. The plan should also include a timeline for implementation, as well as resources required for the training program.

	<ul style="list-style-type: none"> • Select trainers and trainees: Identify trainers who have the necessary expertise and experience in innovation facilitation, as well as the ability to effectively communicate with trainees. Select trainees based on their roles in the local innovation ecosystem, including entrepreneurs, researchers, and community leaders. • Deliver the training program: Deliver the training program using a variety of methods, including in-person training, online courses, webinars, and workshops. The training should be interactive and participatory, allowing trainees to practice their skills in real-world scenarios. • Monitor and evaluate the training program: Monitor and evaluate the training program to assess its effectiveness and identify areas for improvement. This may involve collecting feedback from trainees, tracking their progress over time, and measuring the impact of the training program on the local innovation ecosystem. • Provide ongoing support: Provide ongoing support to trainees, including mentoring and coaching, to help them apply their newly acquired skills and knowledge in their work. This may involve connecting trainees with other stakeholders in the local innovation ecosystem, providing access to funding and resources, and offering ongoing training opportunities. <p>By following these steps, it is possible to implement a training program that enhances the capabilities of local and community-based innovation facilitators, and contributes to the growth and sustainability of the local innovation ecosystem.</p>																
2.4.2 Scale of Implementation and Impact*	<input checked="" type="checkbox"/> National <input type="checkbox"/> Inter-regional <input type="checkbox"/> Regional <input type="checkbox"/> Local																
2.4.3 Location/s of Implementation (if applicable)	<table border="1"> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Region</td> <td>Province/ District</td> <td>City/ Municipality</td> <td>Barangay</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Region</td> <td>Province/ District</td> <td>City/ Municipality</td> <td>Barangay</td> </tr> </table>					Region	Province/ District	City/ Municipality	Barangay					Region	Province/ District	City/ Municipality	Barangay
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2.5 Sustainability

2.5 Narrative of Sustainability Plan (max 500 words)*

<SAMPLE TEXT>

Sustaining a training program to enhance the capabilities of local and community-based innovation facilitators requires ongoing commitment and investment. The following strategies will be employed to ensure the sustainability and scalability of the above-discussed capacity-building program:

- **Secure funding:** Secure funding from multiple sources to support the training program. This may include government grants, corporate sponsorships, and philanthropic donations. Diversifying funding sources can help to ensure that the training program is not reliant on a single source of funding.
- **Build partnerships:** Build partnerships with local businesses, community organizations, and government agencies to leverage their resources and expertise. Partnerships can also help to expand the reach of the training program and promote its sustainability.
- **Measure impact:** Measure the impact of the training program on the local innovation ecosystem, and use the data to demonstrate its value to stakeholders. This can help to secure ongoing support for the program, and justify its continued investment.
- **Continuously improve:** Continuously evaluate and improve the training program based on feedback from trainees and other stakeholders. This can help to ensure that the program remains relevant and effective, and meets the evolving needs of the local innovation ecosystem.
- **Foster a community of practice:** Foster a community of practice among trainees and other stakeholders in the local innovation ecosystem. This can include networking events, mentorship programs, and other opportunities for collaboration and knowledge sharing. A strong community of practice can help to sustain the training program over the long term, and contribute to the growth and vibrancy of the local innovation ecosystem.

By adopting these strategies, it is possible to sustain a training program to enhance the capabilities of local and community-based innovation facilitators, and ensure its ongoing impact on the local innovation ecosystem.

Upload Supporting Documents (optional)

- **Technical Drawing/s** (if applicable)
- **Other supporting documents**
(for multiple files, compress/zip all files before uploading)

Undertaking

- We hereby certify that the information and accompanying documents contained in this proposal are complete, accurate, and truthful to the best of our knowledge. We fully acknowledge that any misrepresentation or false information discovered by the review and selection committee in this document will be considered grounds for the non-acceptance of proposal or the full return of grant funding (if already awarded)
- We acknowledge that if the proposal is shortlisted, we shall submit additional documents including the Memorandum of Agreement, Monitoring and Evaluation Plan, and other pertinent documents necessary to ensure the effective implementation of the program, activity, or project.
- We recognize that the grant application and selection process is highly competitive, and we understand that the decision of the review and selection committee is final and binding. We agree to abide by the decision of the committee and to respect the confidentiality of the review process.
- We hereby agree and consent to the collection, processing, sharing, and storing of any personal information that we have provided in this document for the purpose of applying for grants under the Innovation Fund. Furthermore, we acknowledge and understand that the information disclosed in this form will be shared with other government agencies in compliance with Republic Act No. 10173, also known as the "Data Privacy Act of 2012," and its Implementing Rules and Regulations.

Relationship of Consanguinity or Affinity

(within the fourth degree of consanguinity or affinity; include also *bilas*, *baiae* and *inso*)

- We declare that the agency head, project leader, and/or project focal are related with the following NEDA officials/personnel:
- We hereby declare that we have no knowledge of any relatives employed in NEDA

Name

Project Leader/ Focal Person

**Republic of the Philippines
National Innovation Council**

**FY 2023 INNOVATION GRANTS
APPLICATION FORM GUIDE**

Instructions: Input the requested information from the fields indicated per section. Make sure that the data supplied are complete, true, and correct.

1. General Information	
1.1 Proponent	
Box 1.1.1	Identify the type of government office whether it is: (1) a national government agency; (2) an agency's attached agency, regional office, or operating unit; (3) a local government unit; (4) a state university or college; (5) a government-owned or controlled corporation; or (6) other government instrumentalities
Box 1.1.2	Identify the proponent agency submitting the proposal. NIC member agencies, attached agencies, regional offices, and operating units can submit a proposal, <i>provided</i> that the following criteria are met: (1) directly receiving budgets from the DBM; (2) must have an existing Modified Disbursement System (MDS) trust account; (3) must have a separate organization code based on the Unified Account Code Structure (UACS); (4) recipient of fund transfers from higher-level agencies; and (5) authorized to receive grants and/or collect revenues.
Box 1.1.3	Provide the address of the proponent agency.
Box 1.1.4	Provide the name and designation of the head of proponent agency .
Box 1.1.5	Provide the proponent agency's contact details including its official website, official email address, and telephone number.
1.2 Focal Persons	
Box 1.2.1	Provide the program, activity, and project leader/focal person's details including his/her name, designation, office, and contact information. The project leader/focal person shall be the point of contact between the NIC Secretariat and the proponent agency. He/she shall preferably have a permanent position in the organization.
Box. 1.2.2	Provide the alternate focal person's details including his/her name, designation, office, and contact information. The alternative focal person shall be the point of contact between the NIC Secretariat and the proponent agency. He/she shall preferably have a permanent position in the organization.
1.3 Partnerships (if applicable)	
Box 1.3	If applicable, identify the existing and potential partners (both public and private entities) to be engaged for the implementation of the program, activity, and project. Further, specify the nature of such partnership or the roles of said partners.

2. Program, Activity, and Project Proposal

2.1. Overview

Box 2.1.1	Provide the title of the proposal.
Box 2.1.2	Provide a short description of the proposal (maximum of 100 words) including the societal problem identified and the innovative solution that the program, activity, and project proposal offers.
Box 2.1.3	Fill in the blank for the objective statement : “The program, activity, and project aims to: (1) _____.”
Box 2.1.4	Indicate the funding requirement (in Philippine Peso) needed for the program/project.
Box 2.1.5	Identify the implementation period of the proposal in months and years.

2.2 Rationale

Box 2.2.1	Elaborate the significance of the proposal by identifying societal problem/s or developmental challenge/s that the proposal will address. Please provide data sources, research literature, market and environmental analyses, or other credible information that supports the claims presented. (maximum of 500 words)
Box 2.2.2	Tick the box beside the relevant sector/s under the National Innovation Agenda Framework that the proposal best caters to. If the sector is not part of the ten priority areas listed, please check the others and specify the sector involved. However, if the proposal does not target any specific sector and broadly targets the general public, please check “sector-agnostic.”
Box 2.2.3	Tick the box beside the relevant types of funding support (maximum of 2 types). Kindly refer to Section 6.2 of the NEDA-DBM Joint Memorandum Circular No. 2023-01 for more information on each type.
Box 2.2.4	Tick the box beside the relevant portions of R.A. 11293 or the Philippine Innovation Act to which the program, activity, and project proposal aligns. Kindly refer to Section 3 of the Philippine Innovation Act and its IRR for definitions.
Box 2.2.5	Choose the applicable SDGs in the drop down menu that the proposal responds to (e.g., SDG 7, SDG 9, and SDG 11).

2.3. Objectives and Targeted Outcomes

Box 2.3.1	Identify the target beneficiaries of the program, activity, and project, enumerate if necessary (e.g. MSMEs, students, etc.).
Box 2.3.2	Check the appropriate boxes for specific target groups if applicable. Multiple answers are allowed.
Box 2.3.3	List the outcome indicators (maximum of 3) to show how the proposed program, activity, and project, and strategies contribute to achieving the objective statement. In the M&E arrangement/plan, the indicators must have a source or process of collection of data, unit of measurement, and means of verification. List the corresponding output indicators or target physical accomplishment (maximum of 3) associated with the proposed outcome statements for the program/project activities.

2.4 Implementation	
Box 2.4.1	Indicate the <u>strategies and activities to be conducted</u> to achieve the targeted outputs. Describe the components of the program, activity, and project, and the units in the agency that will be involved in program implementation. Specify the engagement of partner entities and their responsibilities.
Box 2.4.2	Identify the <u>scope of implementation</u> . Indicate <i>National</i> if the identified beneficiaries or the implementation sites are national in scope, and <i>Inter-Regional</i> if the identified beneficiaries or implementation sites are from multiple regions. Indicate <i>Regional</i> if the identified beneficiaries or the implementation sites are from multiple provinces, cities, and municipalities but are within the same region. If the program, activity, and project proposal targets a specific province, city, municipality, or congressional district, indicate <i>local</i> .
Box 2.4.3	Provide the <u>location/s of implementation</u> .

2.5 Sustainability	
Box 2.5	Provide a narrative of the <u>sustainability plan</u> including details on how the program, activity, and project can be sustained after the funding period and/or how it can attract interest from other organizations to support future activities.

SAMPLE