

**6. Provision of Financial and Material Assistance to Barangay LGU and CSOs**

**Description of the Service:** The City Government considers Barangays, NGOs, POs as partners of the administration. Thus, it supports projects and programs that will result to the welfare of the people, as such, it also provides financial assistance for the realization of their projects and programs.

<b>Office or Divisions:</b>		<b>Office of the City Mayor</b>		
<b>Classification:</b>		<b>SIMPLE</b>		
<b>Type of Transaction:</b>		<b>G2C</b>		
<b>Who may avail:</b>		<b>Barangay Officials, CSOs, POs</b>		
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
<ol style="list-style-type: none"> <li>Request Letter</li> <li>Resolution and Project Proposal and estimates for NGOs/POs</li> </ol>		From the Barangay, CSOs and POs From the Barangay, Estimates are provided by the City Engineering Office		
<ol style="list-style-type: none"> <li>Accreditation Certificate by the Sangguniang Panlungsod of Ilagan (for CSOs only)</li> </ol>		Sangguniang Panlungsod Office of Ilagan		
<b>CLIENT'S STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
<ol style="list-style-type: none"> <li>Submit request proposal and requirements for review and consideration</li> </ol>	Accept, assess and verify the documents	None	2 minutes	Valerie Santiago Statistician III
<ol style="list-style-type: none"> <li>Receive financial assistance (for projects below P100,000.00)</li> </ol>	Release financial assistance (for projects below P100,000.00)	None	3 minutes	Dr. Josemarie L. Diaz City Mayor
	Projects above P100,000.00 are programmed and considered for appropriation under the 20% EDF, unless urgently required. Request is forwarded to CPDO for inclusion to next year's budget and PPAs	None	5 minutes	Engr. Romeo Garcia CPDO
<b>TOTAL:</b>		<b>5-10 minutes</b>		