



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

August 1, 2025

DIVISION MEMORANDUM

No. 205, s. 2025

**UTILIZATION OF PROGRAM SUPPORT FUNDS FOR SPECIAL CURRICULAR PROGRAMS
– SPECIAL PROGRAM IN JOURNALISM (SPJ) FOR SCHOOL YEAR 2024-2025**

To: Asst. Schools Division Superintendent
Education Program Supervisors
Division Coordinators
Public Schools District Supervisors/ OIC-PSDSs
Heads of Elementary and Secondary Schools Implementing SPJ
All Others Concerned

1. In support of the implementation of the Special Curricular Programs – Special Program in Journalism (SPJ), the Program Support Funds (PSF) have been allocated for both elementary and secondary implementing schools for the School Year 2024–2025.
2. For this Division, eight (8) implementing elementary schools have been identified as recipients of the SPJ support fund to be downloaded by the Schools Division Office.
3. Meanwhile, six (6) secondary schools, recognized as Independent SPJ Implementing Units, have received their PSF directly from the Regional Office. These schools are advised to ensure fund utilization is aligned with existing budgeting and accounting rules and regulations.
4. Attached hereto is the notice of the exact amount downloaded/ to be downloaded to each school.
5. Per existing guidelines, the Special Program Support Fund for SPJ shall be utilized solely for activities related to the enhancement and sustainability of the program, including but not limited to:

Cost Coverage and Description	The eligible expenses include but are not limited to:
a. LEARNER DEVELOPMENT. These activities aim to further develop/enhance learners' skills and competencies in his/her specialization. These activities shall include but are not limited to	<ul style="list-style-type: none">• Honoraria of experts• Registration fees• Tests and Assessment Fees• Laboratory Testing Fees



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participation in different local, national, and/or international activities and completion of projects and research activities.	<ul style="list-style-type: none"> • Travel and Travel-Related Expenses (DTE)
Cost Coverage and Description	The eligible expenses include but are not limited to:
b. CAPACITY BUILDING FOR SPECIALIZED TEACHERS. These activities are geared towards the professional development of teachers. Capacity building aims to develop the knowledge, skills, and attitudes (KSAs) of teachers and school leaders. Activities under this focus area may be related to any of, but not limited to participation in training and development programs, and completion of school-based action and basic research projects.	<ul style="list-style-type: none"> • Travel and Travel-Related Expenses (DTE) • Registration fees • Honoraria of non-DepEd Resource Persons • Tests and Assessment Fees
c. REPAIR AND MAINTENANCE. These components focus on maintaining the facilities and equipment used in the teaching and learning of the SCP. These activities include but are not limited to the repair and maintenance of SCP-related facilities, tools, and equipment.	<ul style="list-style-type: none"> • Preventive Maintenance fees • Labor costs • Service fees
d. SUPPLIES, MATERIALS, AND TOOLS. These components focus on the production and purchase of learning materials that shall contribute to the teaching and learning of the SCP. These include but are not limited to the purchase of supplies, tools, and consumable materials.	<ul style="list-style-type: none"> • Consumable or program-specific supplies and materials • Subscription fees for relevant application
e. SMALL CAPITAL EXPENDITURE ITEMS. These components focus on the purchase of other teaching and learning materials, subject to procurement laws and procedures, and the usual accounting and auditing rules and regulations.	<ul style="list-style-type: none"> • Computing devices (Laptop/desktop, etc.) • Printer • Television • LCD Projector • Camera • Recorder • Radio

6. School heads are directed to submit a Utilization Plan and subsequently a Financial and Narrative Accomplishment Report through the Division SPJ Coordinator within the prescribed timelines. Monitoring and evaluation activities shall be conducted to ensure compliance and effectiveness of fund use.

7. For technical concerns and clarifications, please contact the focal persons: *Education Program Supervisors* Maricel M. Dineros and/or Sharon A. Vito.

8. Immediate dissemination of and compliance with this Memorandum are desired.


JOSE L. DONCILLO, CESO V
 Schools Division Superintendent



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SPECIAL CURRICULAR PROGRAM
Special Program in Journalism
SY 2024-2025

MUNICIPALITY	SCHOOL	SPJ-PSF
Elementary School		
Pilar I	Pilar I Central School	5,000.00
Matnog	Matnog Central School	5,000.00
Sta. Magdalena	Sta. Magdalena Central School	5,000.00
Donsol East	Donsol East Central School	5,000.00
Prieto Diaz	Prieto Diaz Central School	5,000.00
Magallanes	Eduardo Lee Chan Memorial School	5,000.00
Bulan	Bulan South Central School	5,000.00
Irosin	Irosin Central School	5,000.00
Secondary School		
Castilla	Cumadcad National High School	5,000.00
Donsol	Donsol National Comprehensive High School	5,000.00
Magallanes	Magallanes National Vocational High School	5,000.00
Matnog	Matnog National High School	5,000.00
Prieto Diaz	Prieto Diaz National High School	5,000.00
Sta. Magdalena	Sta. Magdalena National High School	5,000.00



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