

Republic of the Philippines
Province of _____
City/ Municipality of _____
Barangay _____

BARANGAY BUDGET
(FY: _____)

_____ Regular Session

Begun and held in _____, _____, on the _____ day of _____, 20_____.

BARANGAY APPROPRIATION ORDINANCE NO. _____

AN ORDINANCE APPROPRIATING THE FUNDS FOR BARANGAY _____
CITY/ MUNICIPALITY OF _____, PROVINCE OF _____.

Be it enacted by the Sangguniang Barangay of _____, City/ Municipality of _____, Province of _____, in Council assembled:

Section 1. Sources of Funds. The following income as indicated hereof are hereby declared as sources of funds particularly the Tax Revenue and Operating and Miscellaneous Income, which are realistic and probable to be collected and remitted to the Local Treasury, necessary to finance the delivery of basic services and implementation of priority development of Barangay _____ from January 1, _____ to December 31, _____, except otherwise specifically provided herein:

Estimated Income for Budget Year

Share on Internal Revenue Collections	_____
Share on Real Property Tax	_____
Business Taxes (Stores and Retailers)	_____
Share on Sand and Gravel Tax	_____
Share on National Wealth	_____
Share on EVAT	_____
Miscellaneous Taxes on Goods & Services	_____
Other Taxes	_____
Other Sources of Income	_____
Subsidy from Other LGUs	_____
Total Available Resources	_____

Barangay Expenditure Program

Section 2. Appropriation of Funds. The following sums or so much thereof as maybe necessary are hereby appropriated out of Tax Revenue and Operating and Miscellaneous Income and any unexpected balances thereof in the Local Treasury of the barangay not otherwise appropriated for the basic services delivery and implementation of development projects.

P/P/A Description	Personal Services	Maintenance and Other Operating Expenses	Capital Outlay	TOTAL
Agricultural Services				
Establishment of Plant Nursery				
Day Care Services				
Health and Nutrition Services				
Peace and Order Services				
Administrative and Legislative Services				
Other Basic Services				
Development Projects (20% of IRA)...				

SK Projects (10% of GF)				

Calamity Fund (5% of RF)				
TOTAL EXPENDITURES				

Section 3. The appropriated amount is aimed to produce the expected Major Final Output for the barangay and is to be measured by performance or output indicators per MFO. This serves as the rationale for the money spent by the Barangay pursuant to Section 17 of the Local Government Code.

P/P/A Description MAJOR FINAL OUTPUT	BUDGET YEAR	
	Performance Indicator	Estimated Output

Section 4. General Provisions. The following policies are authorized for the fiscal year.

- a. Income from the operating and miscellaneous fees shall be collected at maximum collection efficiency.
- b. Priority in the use of income shall be for budgetary requirements as mandated by the Local Government Code.
- c. Strict compliance to the 55% Personal Services limitation shall be observed.
- d. Priority in the use of savings shall be for basic services, augmentation of development projects and other mandatory expenses provided under the Local Government Code.
- e. All procurement shall follow strictly the provisions of R.A. 9184.

Section 5. Effectivity. This Ordinance shall take effect on January 1, 20_____.

Date: Approved:

Name and Signature
of Sanggunian Member

Name and Signature
of Sanggunian Member

Name and Signature
of Sanggunian Member

Name and Signature
of Sanggunian Member

Name and Signature
of Sanggunian Member

Name and Signature
of Sanggunian Member

Name and Signature
of Sanggunian Member

Name and Signature
of Sangguniang Kabataan Chairman (if any)

I HEREBY CERTIFY to the correctness of the above-quoted Barangay Appropriation Ordinance.

Secretary to the Sangguniang Barangay

ATTESTED:

Chairman, Committee on Appropriation

APPROVED:

Punong Barangay

Republic of the Philippines
 Province of _____
 City/ Municipality of _____
 Barangay _____

ACTUAL INCOME AND EXPENDITURE FOR PAST YEAR

(FY: _____)

(In 000 Pesos)

Part A. Actual Income

TOTAL

Beginning Balance	_____
Share on Internal Revenue Collections	_____
Share on Real Property Tax	_____
Business Taxes (Stores and Retailers)	_____
Share on Sand and Gravel Tax	_____
Share on National Wealth	_____
Share on EVAT	_____
Miscellaneous Taxes on Goods & Services	_____
Other Taxes	_____
Other Specific Income	_____
Subsidy from Other LGUs	_____
Total Available Resources	_____

Part B. Actual Expenditures

Programs/ Projects/ Activity	Personal Services	Maintenance and Other Operating Expenses	Capital Outlay	TOTAL
Agricultural Services				
1.1.Establishment of Plant Nursery				
Day Care Services	_____	_____	_____	_____
Health and Nutrition Services	_____	_____	_____	_____
Peace and Order Services	_____	_____	_____	_____
Administrative and Legislative Services	_____	_____	_____	_____
Implementation of Development Projects (20% of IRA)	_____	_____	_____	_____
Implementation of SK Projects (10% SK Funds)	_____	_____	_____	_____
Implementation of Projects/ Activities for Unforeseen Events (5% Calamity Fund)	_____	_____	_____	_____
Other Services	_____	_____	_____	_____
Total Expenditures				

Agricultural Services				
1.1.Establishment of Plant Nursery				
Day Care Services	_____	_____	_____	_____
Health and Nutrition Services	_____	_____	_____	_____
Peace and Order Services	_____	_____	_____	_____
Administrative and Legislative Services	_____	_____	_____	_____
Implementation of Development Projects (20% of IRA)	_____	_____	_____	_____
Implementation of SK Projects (10% SK Funds)	_____	_____	_____	_____
Implementation of Projects/ Activities	_____	_____	_____	_____

for Unforeseen Events (5% Calamity Fund)	_____	_____	_____	_____
Other Services	_____	_____	_____	_____
Total Expenditures	_____	_____	_____	_____

Agricultural Services				
1.1.Establishment of Plant Nursery				
Day Care Services	_____	_____	_____	_____
Health and Nutrition Services	_____	_____	_____	_____
Peace and Order Services	_____	_____	_____	_____
Administrative and Legislative Services	_____	_____	_____	_____
Implementation of Development Projects (20% of IRA)	_____	_____	_____	_____
Implementation of SK Projects (10% SK Funds)	_____	_____	_____	_____
Implementation of Projects/ Activities for Unforeseen Events (5% Calamity Fund)	_____	_____	_____	_____
Other Services	_____	_____	_____	_____
Total Expenditures	_____	_____	_____	_____

Agricultural Services				
1.1.Establishment of Plant Nursery				
Day Care Services	_____	_____	_____	_____
Health and Nutrition Services	_____	_____	_____	_____
Peace and Order Services	_____	_____	_____	_____
Administrative and Legislative Services	_____	_____	_____	_____
Implementation of Development Projects (20% of IRA)	_____	_____	_____	_____
Implementation of SK Projects (10% SK Funds)	_____	_____	_____	_____
Implementation of Projects/ Activities for Unforeseen Events (5% Calamity Fund)	_____	_____	_____	_____
Other Services	_____	_____	_____	_____
Total Expenditures	_____	_____	_____	_____

BALANCE/ DEFICIT

Prepared by:

Certified by:

Approved by:

Barangay Treasurer

City/ Municipal Accountant

Punong Barangay

Instructions:

- A. Indicate the Actual Income for the Past Year from all sources.
- B. Indicate the Actual Expenditure for the Past by Major Final Output or Program/ Project/ Activity and by expenditure class (Personal Services, Maintenance and Other Operating Expenses and Capital Outlay)

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**PRIORITIES FOR DEVELOPMENT PROJECTS
 (20% COMPONENT OF IRA UTILIZATION)
 (FY: _____)**

TOTAL IRA for FY: _____
 X 20% = _____

Priority Development Projects Funded by the 20% of IRA Project Description (1)	RANK (2)	Project Cost (3)	Cumulative TOTAL (4)

Instructions:

- (1) Describe the project to be implemented like construction of a Day Care Center, acquisition of a computer, etc, in their order of priority.
- (2) Indicate in this column the ranking of development projects in their proper order, Rank 1 is the first priority, Rank 2 is the second, etc.
- (3) Indicate the total project cost that will complete the project.
- (4) Add all project costs from Rank 1 to the last rank equivalent to the 20% of the IRA or higher

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Barangay _____

NOTICE OF AWARD

DATE _____

NAME OF SUPPLIER
BUSINESS ADDRESS

Dear Sir/ Madame:

We are happy to notify you that your Bid for the _____ to be used
(Brief Description of GOODS and SERVICES Required by Barangay)
at _____ with a Contract Price of equivalent to _____
(Address of Recipient of Goods or Services) (Amount)

_____, as corrected and modified in accordance with the Instruction to
(Words and Figures)
bidders is hereby accepted.

You are hereby required to provide within ten (10) days the performance security in the form and the amount stipulated in the Instruction of Bidders. Failure to provide the performance security shall constitute sufficient ground for cancellation of the award and forfeiture of the bid security.

Very truly yours,

PUNONG BARANGAY

Conforme:

Name of Supplier

Date: _____

