

Logbook

Date	Activity	Outcome
December 2, 2010	Pilot area coordinator conducted briefing/orientation to all department/ offices about Delgosea and the ToT held in Pattaya, Thailand for coaches. An individual briefing was made to the City Mayor about training in Pattaya.	Department heads, city executives made aware and informed of about the project.
January 4, 2011	Pilot area coordinator Confer with the City Mayor regarding the composition of the project team for the project. Drafting of executive order for the team members.	Formation of project/management team. Project team members officially organized.
January 6, 2011	Pilot area coordinator gave briefing/ orientation to team members.	Team members informed about the project, their specific roles in the project defined.
January 7, 2011	Coordination meeting national coordinator (Boboy Doma) and Delgosea (Susanne).	The team was further informed about Delgosea, concepts, how project will be implemented, role and responsibilities of Delgosea and pilot city.
January 10, 2011	Pilot area coordinator meeting with project team and finalized administrative requirements such as executive order, working organizational structure, flowchart of activities.	Administrative requirements finalized.
January 14, 2011	Executive order signed by City Mayor.	Copies given to project team members for reference and for information of respective department heads of team members.
January 25, 2011	First project team meeting to identify proposed project.	Discussion and brainstorming among members to identify proposed project.
January 28, 2011	Pilot area coordinator drafted concept paper for proposed project (a working paper).	Draft concept paper given to members for comments and made as reference by the team in activities undertaken.



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January 31, 2011	Team invited OIC of the Department of Social Services discuss about the proposed construction of a youth home for juvenile delinquents (children in conflict with the law).	Information was gathered and incorporated in the draft concept paper.
February 2 - 7, 2011	Daily one hour meeting with the team to discuss about details of the project.	Individual task given to members of team.
February 15, 2011	Pilot area coordinator gave briefing to team members for writeshop.	
February 17 - 18, 2011	Workshop with team and national coordinator.	Finalized and plan for writing preparing module of transfer concept.
February 21, 2011	Gather data/list of stakeholders for consultation meeting.	List of stakeholders for consultation meeting identified.
February 22, 2011	Formulate design for consultation.	
February 25, 2011	Finalized and assign task to team members for the consultation.	
March 14, 2011	Conduct consultation meeting with PS.	Major issues and concerns were presented to various stakeholders.
March 21, 2011	Engineering department prepared detailed design of youth home, cost estimate.	Design is consistent with provisions of the law and by recommendation of OIC of Department of Social Services.
March 22 - 31, 2011	Daily project team meetings formulation of transfer concept module concept.	
April 15, 2011	Target date of submission of draft transfer concept module.	



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April 18 - 30, 2011	Daily meetings of project team update contents of module, gathering additional data.
May 4, 2011	Pilot area coordinator with members of project team attended first national workshop in Manila.
May 12, 2011	Project team meeting and pilot area coordinator gave inputs/ feedbacks from the National Workshop.
May 25, 2011	Pilot area coordinator meets with city Mayor to finalized schedule and prepare for module presentation.
June 2, 2011	Project team with national coordinator (Mr. Avila) and presentation of draft module to city mayor for further comments, suggestions.
June 21 - 22, 2011	Finalize schedule of consultative meeting with host barangay for the project site.
June 23, 2011	Finalized transfer concept module for submission to City Council, City Development Council for favourable recommendation and inclusion in the city budget of the project.
June 24, 2011	Finalized the powerpoint presentation for the City development council, for submission to LOGODEF.
June 27 - 30, 2011	Refinement of the transfer concept module.



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July 04, 2011	Target date of submission of powerpoint presentation,draft transfer concept module to national coordination office.	
July 08, 2011	Target date for the consultative meeting with the barangay.	This will be attended by the barangay captain and members of the council of Vista Alegre, the host for the site of the youth home project. The barangay captain and council will be given an overview of the project as well as about DELGOSEA and the expected result of the meeting will be a resolution from the council favourably accepting as the host for the youth home project.
July 11, 2011	Meeting with the technical working group.	
July 18 - 22, 2011	Participated in the Second Capacity-Building Training Workshop for Local Stakeholders and Partner Local Government Associations (LGAs) at Subic International Hotel.	Pilot area coordinator and local coach Gilda Lluisma was sent by LGU to attend the training.
July 25 - 28, 2011	Made preparations for the visit to BP host, Toule, Sangke, Cambodia.	The preparatory meeting was dedicated to finalize the presentations and clarify concerns relevant to the visit in the BP host Cambodia.
August 1 - 5, 2011	Study Visit to Toule Sangke, Cambodia.	LGU delegation composed of members from management team and technical working group visited the BP host.
August 15 - 19, 2011	Meeting with technical working group, discuss engineering design and activities for the private sector meeting.	Shared learning experiences with other members of the TWG about visit in Cambodia.
August 25, 2011	Project Presentation to the City Development Council (CDC).	Present the project to CDC for inclusion in the Annual Investment Plan for appropriation.



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September 7, 2011	Meeting with TWG.	Presented social marketing plan for the youth home.
September 19 - 20, 2011	Coordination meeting.	Meeting with national coordinator and national coach to discuss and revise the logical framework and preparations for Midterm Review Conference.
September 22, 2011	Public Hearing conducted for passage of ordinance for establishment of youth home.	Management Team member and city councillor Em Ang conducted public hearing with private sector, TWG members, family court judge for passage of ordinance for establishment of youth home.
September 27 - 28, 2011	DELGOSEA Midterm conference in Batam, Indonesia.	
September 29, 2011	Monitoring and Evaluation Training in Batam, Indonesia.	
October 11, 2011	Meeting of the Technical Working Group.	Regular Meeting; Update members regarding the DELGOSEA Midterm Review Conference and schedule project monitoring by the Philippine Coordination Office.
November 14 - 18, 2011	Updating of the Transfer Concept.	Module-writers revise the Transfer Concept to incorporate lessons learned from the Study Visit in the BP Area, Capacity-Building Training for Local Stakeholders and the Midterm Review Conference.
November 23 - 25, 2011	Daily one hour meeting with the team to discuss about details of the project.	
November 28 -29, 2011	Finalization of the Logical Framework.	



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November 30, 2011	Submission of the Logical Framework.	
December 7, 2011	Meeting of technical working group to discuss additional inputs and proposed revision of transfer concept plan.	
December 12, 2011	Meeting of technical working group to present the revised transfer concept plan for comments to the project team.	
December 15, 2011	Project team presents revised logframe, discusses updates and sets meetings for 2012.	
January 24, 2012	Meeting with TWG and Virlanie Program Managers.	TWG oriented Virlanie about the project implementation; Virlanie signified their interest in collaborating with the City regarding Construction of the Bacolod Youth Home.



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January 25, 2012	Bacolod Mayor Met with Virlanie Program Managers and meeting with the Media.	Mayor Evelio Leonardia expressed his gratitude to Virlanie Foundation in taking interest to be in partnership with the city. Press release and interview on updates of Bacolod Youth Home Project.
January 27, 2012	Meeting with Virlanie Representatives.	Informing Virlanie about the set of activities.
January 30, 2012	Meeting of the Technical Working Group.	Discuss minor revisions on the transfer concept.
February 8, 2012	Meeting of the Technical Working Group.	Review the set of activities and discuss updates on the proposed meeting with the prospective partners.
February 14, 2012	Technical Working Group Met with Virlanie Foundation.	Briefing on City policies with regard to appropriation of funds for projects; set targets and other proposals re partnership with the City (determining terms of partnership).
March 5 – 8, 2012	Capacity Development Visit of Officials from Toul Sangke Sangkat, Cambodia	



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March 29, 2012	National Workshop on Policy Recommendation at Asian Institute of Management Conference Center	
April 16, 2012	Regular Meeting of the Technical Working Group	
April 17, 2012	Regular Meeting of the Technical Working Group	Update the activities based on the Logical Framework
April 18, 2012	Meeting of DELGOSEA and Bacolod with the Program Managers of Virlanie Foundation	
April 18 – 19, 2012	Facilitate Interviews by and Meetings with the National Coordination Office to Stakeholders	Interview with Public Information Office of Bacolod City, Chairperson of Sangguaniang Kabataan (youth council), President of the Association of Barangay Officials, Barangay Captain of Vista Allegre
April 25, 2012	Meeting of Bacolod TWG with the Virlanie Foundation	
May 8, 2012	Meeting of Bacolod TWG with the Virlanie Foundation	Discuss updates and presentation of best practices in Youth home visited by Virlanie Group tasking: -GROUP 1: for formulation manual of operations of youth home -GROUP 2: technical/engineering design -GROUP 3: mobilization of stakeholders
May 14, 2012	Meeting with Virlanie and TWG	Update on the accomplishment of tasks assigned to specific groups; Meeting with Barangay Chairman of Vista Alegre; Meeting with identified Barangays with most number of CICL
May 21, 2012	Barangay Visit by TWG	Technical working group with Virlanie program managers will have a focused group discussion with Barangay and members of local council for protection of child (LCPC)



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May 25 – 26, 2012	Capacity Building for Bacolod TWG re Project Implementation and Sustainability; Revitalization of Mobilization Strategies for Local Stakeholders	Finalized activities and plans for the establishment of youth home and present draft of manual of operations of youth home
May 28, 2012	Facilitate the conduct of survey on the site for the Youth home as preparation of detailed engineering design	To be conducted by the geodetic engineer of the city
June 11, 2012	Evaluation Visit conducted by DELGOSEA external evaluator, Dr. Marion Fischer	
June 19, 2012	Tentative Schedule for the Groundbreaking of Bacolod Youth Home Construction Site	
June 25, 2012	Community Consultation with Vista Allegre Village	The consultation was done as one of the strategies for gaining social acceptance; as a result, a resolution highlighting the support of the Barangay for the Youth Home has been drafted
June 12-22, 2012	Conduct of Land Analysis on the Location/Site of the Youth Home and Seminar on Renewable Energy and Green Architecture given to the Engineering Team	
July 30, 2012	Convening of the Bacolod Consortium to give updates on the project status and mobilization of resources	Since pledges and contributions are coming in, the Bacolod Consortium on PPPP was convened to prepare for the acceptance of various contributions and pledges
August 8, 2012	Groundbreaking Ceremony for the Bacolod Youth Home	The Groundbreaking Ceremony was participated and witnessed by the partners of the Bacolod Consortium on PPPP. The Ceremony has been attended as well by the residents of the Vista Allegre. The Barangay Resolution supporting the construction of the



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youth home has been read also.



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