


**RELEASED**Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region IX, Zamboanga PeninsulaBY:   
NAME/SIGNATURENOV 10 2015  
DATE**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**  
Dipolog City**DIVISION MEMORANDUM**No. 333 s. 2015**To:** Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Concerned Schools**From:**   
**NATIVIDAD P. BAYUBAY, CESO VI**  
Officer In-Charge  
Office of the Schools Division Superintendent**Subjects:** **PREPARATION AND SUBMISSION OF SBM FY 2014**  
**IMPLEMENTATION PROPOSAL PLAN AND FOLLOW-UP MEETING**  
**WITH PSDSs AND SCHOOL HEADS****Date:** **November 10, 2015**

- In line with the implementation of the SBM Grant FY 2014, the Schools Division of Zamboanga del Norte will conduct a half day meeting by district for the finalization of the proposal of the grant and a **special meeting** with the PSDSs on November 12, 2015. The venue will be at the Division Gymnasium and the schedules are indicated below:

November 12, 2015	All PSDSs with schools identified to receive SBM Grant
November 16, 2015	AM - La Libertad, Mutia, Manukan I & II Districts PM - Godod, Sibutad, Salug I & II
November 17, 2015	AM - Bacungan, Kalawit, & Tampilisan Districts PM - Polanco I & II, Baliguian, Sirawai Districts
November 18, 2015	AM - Liloy I & II, Labason, Pinan Districts PM - Ponot, Roxas I & II, Rizal Districts
- The participants to this meeting are the PSDSs and the principals or school heads identified to receive the SBM Grant.
- The objectives of this meeting are:
  - to finalize the proposal for the SBM grant FY 2014,
  - one on one mentoring of the SBM grantees with the SBM team.
- The school heads identified to receive the SBM grant 2014 are hereby advised to bring the following:
  - Laptop, SIP & AIP
  - SBM Grant Proposal FY 2015 for SBM Grant 2014 (soft and hard copy)
- Travel expenses and other incidental expenses incurred in participation to this activity shall be charged to the local school funds subject to usual accounting and auditing rules and regulations.
- For dissemination, guidance and strict compliance.