



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF BATAAN

AUG 11 2023

**DIVISION MEMORANDUM**

No. 268 s. 2023

**SUBMISSION OF FY 2024 PROPOSAL FOR ACTIVITY/ PROGRAM,  
PROJECTS, REPAIR AND NEEDS OF THE SCHOOL under SPECIAL  
EDUCATION FUND**

To: Assistant Schools Division Superintendent  
Chiefs of Division, SGOD and CID  
Education Program Supervisors  
Public Schools District Supervisors  
Select Public School Heads  
Select School Testing Coordinators  
All Others Concerned

1. In preparation for the incoming academic year, SDO Bataan prioritizes the essence of the further enriching of the learning experience of students in Bataan through innovative activities and programs. In line with this vision, this Office announces the **Submission of FY 2023 Proposal for Activity/Program, Projects, Repair and Needs of the School under Special Education Fund.**
2. All schools are encouraged to submit proposals that align with the school's mission and goals, and contribute to the holistic development of students. Proposals may focus on new extracurricular clubs, academic enrichment programs, community outreach initiatives, or other creative ideas.
3. It is requested that the aforementioned request must follow the given template, submit in MS word and PDF Format and upload via this link or before **August 15, 2023:**

<https://tinyurl.com/SubmissionOfFY2024Proposal>

4. The proposals will be reviewed by the Schools Division Superintendent, and the selected activities and programs will be included in the preparation of Project Procurement Management Plan (PPMP) 2024 under Special Education Fund.



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CSC PRIME-HRM BRONZE AWARD  
CSC Resolution No. 101000

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5. Schools who will fail to submit a proposal will not be prioritized in the allocation of the aforementioned funds.
6. For immediate and wide dissemination and strict compliance.

**CAROLINA S. VIOLETA, EdD, CESO VI**  
Schools Division Superintendent

*References:*

*DepEd Order No. 10, s. 2017*  
*Joint Circular No. 1, s. 2017*  
*Joint Circular No. 1, s. 2020*  
*Joint Circular No. 2, s. 2020*

To be indicated in the Perpetual Index under the following subjects:

BUDGET  
LEARNERS  
SCHOOL  
SPECIAL EDUCATION FUND  
TEACHERS



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