

# SYNCHRONIZED LOCAL PLANNING AND BUDGETING CALENDAR (SLPBC REVISED 2016)

THIS POSTER WAS DEVELOPED WITH SUPPORT FROM THE EUROPEAN UNION UNDER THE PROJECT "SUPPORT TO THE LOCAL GOVERNMENT UNITS FOR MORE EFFECTIVE AND ACCOUNTABLE PUBLIC FINANCIAL MANAGEMENT (LGU PFM 2 PROJECT)"

NG OVERSIGHT AGENCIES GUIDELINES, MANUALS, TOOLS, SYSTEMS



## PROVINCE

## YEAR 1

## CITY/MUNICIPALITY

JUL

- (Election Year) Reconstitution of Local Planning Team
- Setting of planning guidelines for updating planning database
- Assessment of implementation of current PDPFP
- BLGF generates/ updates financial indicators and transmits to Provinces through the DILG
- Updating of planning database

- (Election Year) Reconstitution of Local Planning Team
- Preparation of workplan for updating/preparation of CDP
- RaPIDS/LDIS financial indicators from BLGF made available to cities and municipalities by DILG
- Updating of RaPIDS/LDIS
- Updating of Ecological Profile

AUG

SEP

- Formulation of PDPFP (Analysis of the planning environment; Formulation of goals, strategies and objectives; Identification of priority programs, projects and activities)
- (Election Year) Reconstitution of Local Special Bodies (Local Development Council, Peace and Order Council, Local Health Board and Local School Board)
- Authorization of the Budget

- Formulation of goals, strategies and objectives based on the review and analysis in order to make them more responsive to the current situation and to make them consistent with higher level plans
- (Election Year) Reconstitution of Local Special Bodies (Local Development Council, Peace and Order Council, Local Health Board and Local School Board)
- Authorization of the Budget

OCT

OCT 17\*

NOV

- Convening of PDC to present draft PDPFPs and Structured List of PPAs of Cities and Municipalities for the purpose of harmonization
- Approval of PDPFP
- BLGF to provide Medium Term Forecasts to Local Treasurers (November)
- Medium-Term Revenue (Own-Source and External) Forecasts for Planning Purposes generated (latest year  $Y_{1,2}$ ) by Local Treasurers
- Medium-Term Forecasts for Current Operating Expenses prepared by Local Finance Committee

- Mayor to present Structured List of PPAs
- Medium-Term Forecasts for Current Operating Expenses prepared by Local Finance Committee
- BLGF to provide Medium Term Forecasts to Local Treasurers (November)
- Medium-Term Revenue (Own-Source and External) Forecasts for Planning Purposes generated (latest year  $Y_{1,2}$ ) by Local Treasurers
- Sectoral Development Plans completed (Ranked List of PPAs completed)
- Preparation of First Draft of LDIP: New Development Investment Financing Potential component

DEC

## YEAR 2

JAN

- Formulation of PDIP

- Finalization of LDIP: Finalization of Local Resource Mobilization Program and Medium Term Financing Plan
- Drafting of Implementation Instruments: Legislative Requirements, CapDev Agenda and Monitoring and Evaluation Strategy

FEB

- Finalization of Implementation Instruments

MAR

- Conduct review of approved CDP and provide feedback to component LGUs
- Approval of PDIP

- Approval of CDP to include the Implementation Instruments (LDIP, Legislative Requirements, CapDev Program and M&E Strategy)
- Submission of CDP to the Province for review

\* MAY

- Preparation of AIP by the Local Finance Committee

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JUN

- Approval of AIP by the Local Sanggunian
- Issuance of Local Budget Memorandum on IRA level for ensuing year by DBM
- Issuance of Budget Call

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JUL

- Conduct of Budget Forum
- Preparation and Submission of Budget Proposals (Department Heads)

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\* AUG

- Conduct of Budget Hearing

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OCT

- Preparation of Executive Budget
- Submission of Executive Budget to Local Sanggunian for approval (not later than October 16)

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OCT 17\*

- Enactment of an Appropriation Ordinance (Oct. 17 - onwards)

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• Submission of Appropriation Ordinance to DBM for review **Within three (3) days after approval of the Ordinance authorizing the Annual or Supplemental Appropriations\*** • Submission of Appropriation Ordinance to Province for review

Review of Appropriation Ordinance of Provinces, HUCs/ICCs and Municipality of Pateros **Within ninety (90) days from the receipt of the submitted Annual or Supplemental Budgets for review of Provinces, Cities and Municipalities\*** • Review of Appropriation Ordinance of Barangays Review of Appropriation Ordinance of Provinces, HUCs/ICCs and Municipality of Pateros

## YEAR 3

- Budget Execution
- Budget Accountability
- Monitoring of implementation of the PDPFP and PDIP
- Adjustment of PDIP

- Budget Execution
- Budget Accountability
- Monitoring of implementation of the CDP
- Adjustment of LDIP

## YEAR n

- Preparation of AIP
- Approval of AIP

- Preparation of AIP
- Approval of AIP

\* - recurring every year