Annual Work Plan

B0428 - Philippines - Manila

Project: 01004443 **Report Date:** 7/2/2026

Project Title: PEMSEA Resource Facility (PRF) provides technical and secretariat services to PEMSEA to support country and non-country partners and networks of local gov

Year: 2025

Output	Key Activities	Timeframe		Responsible Party	Planned Budget			
		Start	End		Fund	Donor	Budget Descr	Amount US$
01004443 PEMSEA Resource Facility (PRF) provides technical and secretariat services to PEMSEA to support country and non-country partners and networks of local governments and learning centres implement SDS-SEA which is aligned to global goals and regional commitments. This project provides annual support for the PRF staff salary and operational costs as well as governance meetings to monitor, calibrate and provide strategic directions on PEMSEA's work.	Activity 1.1 Monthly MANCOM meeting	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	71800 - Contractual Services-Imp Partn	15,547.00
	Activity 2.1 Two Executive Committee Meetings per annum	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	71300 - Local Consultants	18,000.00
	Activity 2.2 Annual EAS Partnership Council Meetings	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	71600 - Travel	35,000.00
	Activity 3.1 Periodic consultation with partners on areas requiring technical assistance, capacity development and/or targeted research	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	73300 - Rental & Maint of Info Tech Eq	1,500.00
	Activity 3.2: Forge new and/or nurture collaborative activities with partners	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	71800 - Contractual Services-Imp Partn	32,000.00
	Activity 3.3: Update inventory of relevant funding sources and new funding opportunities etc)	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	74500 - Miscellaneous Expenses	1,000.00
	Activity 4.1: Development of Annual Report	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	71300 - Local Consultants	5,000.00
	Activity 5.1: Spotcheck, project evaluation and programme monitoring visits	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	64300 - Staff Mgmt Costs - IP Staff	3,301.00
					30000	GOVERNMENT OF JAPAN	74100 - Professional Services	2,000.00
					30000	GOVERNMENT OF JAPAN	74500 - Miscellaneous Expenses	6,603.00

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TOTAL								128,755.00
GRAND TOTAL								128,755.00

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					30000	GOVERNMENT OF JAPAN	75100 - Facilities & Administration	1,948.00
	Activity 2.1 Two Executive Committee Meetings per annum	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	71600 - Travel	35,000.00
	Activity 2.2 Annual EAS Partnership Council Meetings	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	71600 - Travel	30,000.00
					30000	GOVERNMENT OF JAPAN	75100 - Facilities & Administration	5,200.00
	Activity 3.1 Periodic consultation with partners on areas requiring technical assistance, capacity development and/or targeted research	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	71800 - Contractual Services-Imp Partn	24,650.00
	Activity 3.2: Forge new and/or nurture collaborative activities with partners	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	71600 - Travel	3,000.00
	Activity 3.3: Update inventory of relevant funding sources and new funding opportunities etc)	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	73300 - Rental & Maint of Info Tech Eq	750.00
					30000	GOVERNMENT OF JAPAN	75100 - Facilities & Administration	2,272.00
	Activity 5.1: Spotcheck, project evaluation and programme monitoring visits	1/1/2025	12/31/2030		30000	GOVERNMENT OF JAPAN	74100 - Professional Services	8,000.00
					30000	GOVERNMENT OF JAPAN	71800 - Contractual Services-Imp Partn	11,000.00

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					30000	GOVERNMENT OF JAPAN	64300 - Staff Mgmt Costs - IP Staff	1,618.00
					30000	GOVERNMENT OF JAPAN	74500 - Miscellaneous Expenses	562.00
TOTAL								149,550.00
GRAND TOTAL								149,550.00