

March 17, 2025

**GUIDELINES OF THE ASSISTANCE TO PROGRAMS AND INITIATIVES TO REFORM  
EDUCATION (ASPIRE) PROGRAM AND CALL FOR PROPOSALS  
IN FISCAL YEAR 2025-2026**

1. The Private Education Assistance Committee (PEAC) issues the call for proposals and enclosed guidelines of the Assistance to Programs and Initiatives to Reform Education (ASPIRE) for fiscal year 2025-2026. ASPIRE is a grants program that provides funding support to the projects and activities of private educational associations in the areas of Training and Professional Development, Public Policy Development and Advocacy, and Institutional Development.
2. Proposals and other documentary requirements should be submitted online to [jenna.alcala@peac.org.ph](mailto:jenna.alcala@peac.org.ph) with “ASPIRE 2025-2026 Proposal – [Name of Proponent]” as subject of the email. The PEAC National Secretariat will accept proposals until May 26, 2025.
3. Grants recommended by the ASPIRE Vetting Committee and the list of projects to be supported by the ASPIRE grant are for the approval the Private Education Assistance Committee (PEAC) during its regular meeting in June 2025.
4. For inquiries, send an email to [jenna.alcala@peac.org.ph](mailto:jenna.alcala@peac.org.ph) or contact 0917-163-1100.
5. The guidelines and call for proposals are for immediate dissemination.

*Rhodora Angela F. Ferrer*

**RHODORA ANGELA FERNANDEZ FERRER, Ph.D.**

Executive Director

## Assistance to Programs and Initiatives to Reform Education (ASPIRE)

### Grant Application Guidelines for Fiscal Year 2025-2026

#### Introduction

A robust education sector for the Philippines consists of a relevant, effective, and viable private schools and quality public schools. While it is the government’s responsibility to provide free public education as a constitutional right, the government recognizes the complementary roles of private and public educational institutions in order for the country to achieve its education goals.

In Executive Order No. 156 that constituted the Fund for Assistance to Private Education (FAPE), a trust fund, and created the Private Education Assistance Committee (PEAC), trustee to manage the Fund, considerations were identified to guide decisions in granting funds to programs and projects of assistance to the private education sector, to wit:

- a. The project’s contribution to improvement in the quality of Philippine education;
- b. The project’s relation to a field of study or specialization of high priority for national growth;
- c. The significance of the contribution and potential contribution through the project, of the applying institution or association to educational needs in a specific geographic area or region in the Philippines;
- d. The amount of funds requested for the project as consistent with Fund assistance to as many institutions as possible; and
- e. An assessment of the institution’s or association’s past and current efforts to improve the quality of its education and that of its planning for the future.

#### PEAC Priorities and Activities Covered by the Grant

The eligible proponents are encouraged to align their proposals with the following strategic directions of the PEAC in 2024-2027:

1. Management of programs of assistance to private education strengthened.
2. Capacity-building for private schools and for private education leaders, in response to local and global demands implemented.
3. Understanding of private education contexts, models and best practices advanced.
4. Increased support for private education policies and additional resources gained.
5. Organizational identity strengthened.
6. Organizational capacity and resources made robust.

The activities below are eligible for funding assistance. Implementation of the activities should be within the prescribed period (see Terms and Conditions of the Grant).

### **1. Training and Professional Development**

The PEAC shall support training and professional development activities for education practitioners in the private schools that contribute to school improvement efforts. The PEAC requires that proposed training activities for funding be open to all private schools, including non-affiliated private schools.

### **2. Public Policy Development and Advocacy**

The PEAC shall support public policy development and advocacy activities, such as policy research, consultations, presentations, government relations, and coalition building, to ensure critical engagement with government and other sectors, and to promote a policy environment that supports the development of private education.

### **3. Institutional Development**

The PEAC shall support institutional activities that involve all member-schools or associations such as national conferences that address the issues and concerns of members and consequently contribute to improving educational delivery.

### **Eligibility Criteria for Proponents**

The proponent is a private educational association that has been in existence for at least three (3) years. It has a credible track record in pursuing the improvement of its members and in responding to the educational needs of their region or specialization and thereby contributes to the improvement in the quality of Philippine education.

### **Application Requirements**

- Cover letter addressed to the PEAC Executive Director and signed by the President of the association
- Project Proposal (refer to the Project Proposal Guidelines)
- Itemized Budget
- Latest General Information Sheet (GIS)

All requirements should be submitted to Jenna Alcala of the Communications and Research Unit, PEAC National Secretariat at [jenna.alcala@peac.org.ph](mailto:jenna.alcala@peac.org.ph). Please indicate “ASPIRE 2025-2026 Proposal – [Name of Proponent]” as subject of the email.)

The ASPIRE Vetting Committee may also request other requirements from the proponents.

### **Deadline for Submission of Proposals**

Proposals must be sent to the PEAC Secretariat no later than May 26, 2025.

## Evaluation of Proposals

The ASPIRE Vetting Committee is an ad hoc group chaired by the PEAC Executive Director and composed of members who shall be individuals representing private educational associations. They are nominated by their respective association presidents and confirmed by the PEAC. Individuals who represent the private education sector in the PEAC are exempted from the Vetting Committee.

The members of the Vetting Committee are expected to have a deep knowledge of the issues and concerns of the private education sector. They review and recommend the grant application guidelines, the proposals from the proponents, and the amounts of grants to support favorably reviewed proposals for the approval of the PEAC (see Checklist for Evaluating Proposals).

## Grant Coverage

To provide assistance to as many eligible proponents as possible, the grant shall be limited to the honoraria for persons involved in the project and other expenses related to the speakers in the project/s specifically transportation, accommodation, and meals.

The actual amount of the grant to be provided to favorably reviewed proposals will depend on the availability of funds.

## Terms and Conditions of the Grant

The grant has the following terms and conditions:

- The Private Education Assistance Committee (PEAC) should be acknowledged during the activity and in the communication and promotional materials for the project. The PEAC National Secretariat will provide the official PEAC logo upon submission of the signed LOA and the association is advised to refer to the PEAC Brand Guidelines available at <https://peac.org.ph/wp-content/uploads/2024/07/PEAC-brand-guidelines.pdf> on the proper use of the logo.
- The projects supported under the program should be implemented within the PEAC fiscal year of the grant award, i.e., from June 2025 to May 2026.
- Realignment of the grant to other activities other than the ones submitted to the call for proposals is strongly discouraged.
- Approved projects under the Training and Professional Development should be open to all concerned private educational institutions.
- A terminal report in the prescribed template should be submitted to the Communications and Research Unit of the PEAC National Secretariat after the implementation of the projects. Supporting documents include summary of attendance data, list of resource persons and project team, resource persons' slide decks, summary of evaluation results and photo documentation.
- For the liquidation of the grant amount released, a liquidation report supported by original official/acknowledgment receipts should be submitted and any unused amount shall be returned to the PEAC National Secretariat.

| Grant          | Period Covered (Implementation Dates) | Required Document for Release of Amount   | Deadline of Submission                               |
|----------------|---------------------------------------|---|--|
| First Tranche  | June-December                         | signed letter of agreement (LOA) and full liquidation of any outstanding ASPIRE grant | December 15<br>Terminal Report<br>Liquidation Report |
| Second Tranche | January-May                           | Liquidation Report of the first tranche   | June 16<br>Terminal Report<br>Liquidation Report     |

- The grant coverage shall be limited to the honoraria for persons involved in the project and other expenses related to the speakers in the project/s specifically their transportation, accommodation, and meals.
- Any unreleased amount of the approved grant shall be forfeited for any of the following reasons: terminal report is not submitted; liquidation report of the first tranche/full grant amount is not submitted; and proposed activities are not implemented within the prescribed period.
- Non-compliance with the terms and conditions of the grant may result in the non-release of the approved grant until submission of the terminal report and/or liquidation report of the full amount of the grant in the previous fiscal year.
- Permission shall be granted to the PEAC to monitor the project implementation and to use the documentation materials submitted, such as photos and videos, for the production of its communication materials.

### Execution of Grant

Successful proponents will be notified through email. A letter of agreement (LOA) will be sent for the signature of the President of the proponent. The PEAC National Secretariat will process the release of the grant as indicated in the signed LOA.

### Monitoring and Evaluation

The proponents shall provide the PEAC National Secretariat with the necessary data on the outputs of the projects implemented. The proponents should also accomplish the feedback survey by the end of the grant period.

## Appendix A: Indicative Schedule

| FY 2025-2026             | Process   |
|--------------------------|---|
| March-May                | Call for proposals  |
| May 26, 2025             | Deadline of submission of proposals   |
| First week of June 2025  | Evaluation of proposals and funding by the Vetting Committee                                |
| Second week of June 2025 | Approval of Vetting Committee recommendations by PEAC                                       |
| July 2025                | Communication of LOA to successful proponents   |
| July 2025                | Processing and release of the first tranche   |
| December 15, 2025        | Deadline of submission of terminal report and liquidation report for the first tranche      |
| June 16, 2026            | Deadline of submission of the terminal report and liquidation report for the second tranche |

### Attachments:

Checklist for Evaluating Proposals, Project Proposal template, Itemized Budget template, Terminal Report template,