



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



May 27, 2025

REGIONAL MEMORANDUM

No. 367.2025

**SUBMISSION OF REPORTS ON THE SPECIAL CURRICULAR PROGRAMS-
PROGRAM SUPPORT FUND (SCP-PSF) FOR SY 2024-2025**

To: Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. Pursuant to DepEd Memorandum DM-CT-2025-146, the Bureau of Curriculum Development, has released the Special Curricular Programs – Program Support Funds (SCP-PSF) for school year 2024-2025. The funds are intended to strengthen the operational efficiency of all recognized SCP Elementary and Secondary schools by augmenting their Maintenance and Other Operating Expenses (MOOE).
2. To ensure accountability, efficient and effective utilization of the SCP-PSF, Schools Division Offices (SDOs) and schools are requested to provide the following reports which will be used as reference for future SCP-PSF allocation.

Form	Report	Code	School Year	Data source
1.SCP M&E Form 1	Financial Report	ME001	2024-25	School & SDO
2.SCP-PSF Narrative Report	Narrative report	NR001	2024-25	School & SDO
3.MIS F-1	Number of SCP learners	MIS001	2023-24 & 2024-25	School & SDO
4.MIS F-2	List of SCP Recognized School	MIS002	2024-25	SDO
5.MIS F-2A	SCP schools (Recipient of SCP-PSF)	MIS 002A	2024-2025	SDO
6. MIS F-2B	Non-Recognized school (Recipient of SCP)	MIS002B	2024-25	SDO
7.MIS F-2C	Recognized school (non-recipient of SCP)	MIS002C	2023-24 2024-25	SDO

3. To ensure accurate form completion, please observe the following instructions:

- a. Template sfor SCP-PSF are available at the following link: <https://tinyurl.com/SCP-PSF-Report-Templates.All> submitted forms must bear the approval and signature of the office head.
- b. Submit all signed forms in PDF format, along with the corresponding Word/Excel files, adhering to the following file naming syntax:

Division	RO_SDO_FormCode_Date (M/D/Y) e.g. ROCAR_Benguet_ME001_05272025
School	RO_SDO_School_Form Code_Date (M/D/Y) e.g. ROCAR_Benguet_ME001_05272025

4. For inquiries, please contact Ms. Jennifer P. Ande, Chief Education Supervisor, CLMD, via landline at (074) 422-7096 or email at car.clmd@deped.gov.ph.

5. Immediate and wide dissemination of this memorandum is directed.


ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV / Regional Director 

CLMD/JPA/acm