



Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley  
SCHOOLS DIVISION OF NUEVA VIZCAYA

29 July 2025

**DIVISION MEMORANDUM**

No. 358, s. 2025

**CONDUCT OF THE DIVISION LEVEL GAWAD TEODORA ALONSO (GTA) 2025:  
(7<sup>th</sup> NATIONAL COMPETITION ON STORYBOOK WRITING)**

TO: Assistant Schools Division Superintendent  
Curriculum Implementation Division Chief  
School Governance and Operations Division Chief  
Education Program Supervisors  
Public Schools District Supervisors/Districts-in-Charge  
Public and Private School Heads/ Principals  
All others concerned

1. The Schools Division Office of Nueva Vizcaya through the Curriculum Implementation Division-Learning Resource Management Section (CID-LRMS) announces the conduct of the Division Level Gawad Teodora Alonso 2025: (7<sup>th</sup> National Competition on Storybook Writing).
2. The GTA 2025 aims to:
  - a. select and award the best storybooks originally developed by teachers for Grades 1-6 levels;
  - b. appreciate the role of stories and illustrated storybooks as a tool in the development of reading and of learning curricular standards;
  - c. harvest original stories that demonstrate learning competencies of the revised K to 10 Curriculum;
  - d. recognize the skills and talents of learners, classroom teachers, non-teaching personnel and education leaders in the production of storybooks for basic education; and
  - e. collect storybooks for uploading to the Regional Resource Portal.
3. Relative to the above, please refer to the attached advisory from the Bureau of Learning Resources dated June 18, 2025, titled "*Administrative Notes on the Conduct of Pre-Competition Activities for Gawad Teodora Alonso (GTA) 2025*" for the timeline of activities, official mechanics and guidelines, and essential standards.
4. The Schools Division Office, through the Curriculum Implementation Division-Learning Resource Management Section (LRMS), will accept all entries (3 hard copies) together with the accomplished entry form (**see attached copy**) on or before **August 4, 2025**.



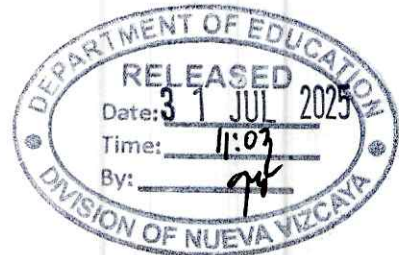
Republic of the Philippines  
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Region II – Cagayan Valley  
SCHOOLS DIVISION OF NUEVA VIZCAYA

5. For clarification and further information, please contact anyone from the following LRMS personnel, **Dr. Bermelita E. Guillermo, EPS; Chester C. Cortez, Librarian II;** or **Maria Victoria A. Padro, PDO II.**
6. Expenses incurred relative to the conduct of the 2025 GTA may be charged to the Division/school MOOE or any other local funds subject to the accounting and auditing rules and regulations.
7. For information, guidance, and strict compliance.

  
**ORLANDO E. MANUEL PhD, CESO V**  
Schools Division Superintendent

Encl.: As stated

Reference: Regional Memorandum No. 310, s. 2025





**OFFICIAL ENTRY FORM**

Date of Receipt:

Received by:

**GAWAD TEODORA ALONSO 2025****I. PERSONAL INFORMATION**

By filling out this form, you authorize the Department of Education through the Bureau of Learning Resources to collect information, guided by the Data Privacy Act of 2012. This process is required to operate and manage the conduct of the Gawad Teodora Alonso 2025.

☐ WRITER☐ ILLUSTRATOR☐ LAYOUT ARTIST☐ STORYTELLER

NAME: \_\_\_\_\_

Age and Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_

**II. CONTACT DETAILS**

Mobile Number: \_\_\_\_\_

Landline (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Name of School/Office: \_\_\_\_\_

Address of School/Office: \_\_\_\_\_

District and Division: \_\_\_\_\_

Position and/or Assigned Grade Level: \_\_\_\_\_

Designation (if applicable): \_\_\_\_\_

Name of Immediate Head: \_\_\_\_\_

Contact Number of School or Immediate Head: \_\_\_\_\_

Designation of Immediate Head: \_\_\_\_\_

**ENTRIES SUBMITTED**

Title

Subcategory

- | Title    | Subcategory |
|----------|-------------|
| 1. _____ | _____       |
| 2. _____ | _____       |
| 3. _____ | _____       |
| 4. _____ | _____       |
| 5. _____ | _____       |
| 6. _____ | _____       |
| 7. _____ | _____       |

**III. ASSIGNMENT OF RIGHTS**

I solemnly swear in my honor that the stories submitted are my original creations and are not copied and plagiarized from any existing learning and reading resources in any government, non-government, private, or commercial entities. I am fully aware of the consequences and penalties that may be imposed upon me should this material be proven plagiarized, copied, imitated, or infringe existing authors' copyright under existing laws, rules, and regulations. I, therefore, affix my signature and that of my immediate head to attest to the accuracy and truthfulness of this Entry Form.

I declare that I have read and accepted this competition's rules. I hereby grant the Department of Education exclusive right to exercise copyright and other intellectual property rights, including storage, derivation, and distribution, provided that I am perpetually listed as the main creator of the Work, subject to concurrent rights upon authorization by DepEd.

Signed this \_\_\_\_ day of \_\_\_\_\_, 2025.

Printed Name and Signature of Creator  
Date Signed: \_\_\_\_\_Printed Name and Signature of Immediate Head  
Date Signed: \_\_\_\_\_



Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley

DepEd Regional Office No. 02



DOC'S ID No.  
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Created by: CLMD  
Date Created: 07/10/2025

July 10, 2025

**REGIONAL MEMORANDUM**

No. **310**, s. 2025

**GAWAD TEODORA ALONSO 2025: 7TH NATIONAL COMPETITION  
ON STORYBOOK WRITING CONTESTS**

**To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
CID Chiefs, Learning Area Supervisors, Learning Resource Supervisors  
School Heads, Teachers (Public/Private)  
All Others Concerned**

1. In line with the conduct of the Gawad Teodora Alonso 2025 (7th National Competition on Storybook Writing), this Office through the Curriculum and Learning Management Division (CLMD) and the Learning Resource Management Section (LRMS) informs the field on the conduct of the Regional Screening of Storybook Manuscripts, Storybook Designing and Illustration on August 20-22 2025, at DepEd Regional Office, Carig Sur Tuguegarao City.
2. This activity aims to:
  - a. select and award the best storybooks originally developed by teachers for grades 1 to 6 levels;
  - b. appreciate the role of stories and illustrated storybooks as a tool in the development of reading and of learning curricular content standards;
  - c. harvest original stories that demonstrate learning competencies of the revised K to 10 curriculum;
  - d. recognizes the skills and talents of learners, classroom teachers, non-teaching personnel and education leaders in the production of storybooks for basic education; and
  - e. collect storybooks for uploading to the Regional Learning Resource Portal.
3. The Regional Manuscript Screening is open to all DepEd teaching and non-teaching personnel with permanent status and full-time teachers in private and non-DepEd schools teaching Basic Education.
4. There will be six categories in the Gawad Teodora Alonso 2025. Each category has its own set of mechanics, qualifications, and templates which will follow once available. Entries to categories I, II, III, and IV shall be submitted to the Regional Office, while entries to categories V and VI shall be submitted directly to the Central Office.
5. Only the best three storybooks per subcategory officially endorsed by the Division Technical Working Committees (DTWCs) are considered official entries at the Regional level. Interested participants shall submit one entry per subcategory with the attached Entry Form (to follow template) to their storybook entries.



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500  
Telephone Nos.: (078) 304-3855; (078) 396-9728  
Email Address: [region2@deped.gov.ph](mailto:region2@deped.gov.ph)  
Website: [region2.deped.gov.ph](http://region2.deped.gov.ph)





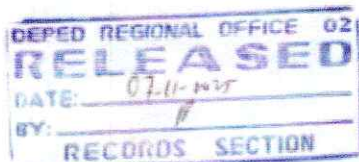
6. Entries to the storybook manuscripts are the original version of the best three (3) stories per Subcategories from Division level competition. A Regional Screening committee shall be created to choose the best three (3) stories per Subcategories among the submitted entries.

7. Top three (3) best storybook manuscripts winners from categories I, II, III and IV shall receive Certificate of Recognition and cash prizes, while a Certificate of Participation shall be given to all writers of participating entries compliant with the rules of the Competition. The deadline of submission at the regional level is on August 15, 2025.

8. All expenses (Meals, Certificates, Honorarium of Judges, and Cash Prizes) incurred in this contest shall be charged against (1) MOOE fund and (2) downloaded PSF fund for the GTA Development and Harvesting of Storybooks coming from BLR Central Office, and other sources of funds subject to usual accounting and auditing rules and regulations.

9. For more information and queries please contact Octavio V. Cabasag PhD, Chief ES-CLMD at cp No. 09051566065, Rizalino G. Caronan PhD, EPS-LRMS at cp No.09177813712 and Margie L. Cayetano, Librarian II at CP No. 09051874590.

10. Immediate and wide dissemination of this memorandum is desired.



  
**BENJAMIN D. PARAGAS, PhD, CESO III**  
Director IV/Regional Director 

Encl: As stated  
References:

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

STORYBOOK MANUSCRIPTS      CONTESTS      COMMITTEE  
GAWAD TEODORA ALONSO

CLMD/awc/epic



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500  
Telephone Nos.: (078) 304-3855; (078) 396-9728  
Email Address: [region2@deped.gov.ph](mailto:region2@deped.gov.ph)  
Website: [region2.deped.gov.ph](http://region2.deped.gov.ph)





Republic of the Philippines  
**Department of Education**  
BUREAU OF LEARNING RESOURCES

Office of the Director

**ADVISORY**  
18 June 2025

**ADMINISTRATIVE NOTES ON THE CONDUCT OF PRE-COMPETITION  
ACTIVITIES FOR GAWAD TEODORA ALONSO (GTA) 2025**

This is to inform all concerned that the Regional Offices (ROs) may now conduct pre-competition activities in line with the implementation of Gawad Teodora Alonso (GTA) 2025. These activities will be supported by the program funds already directly released to the regions through the Guidelines on the Utilization of Directly Released Funds Under FY 2025 Textbooks and Other Instructional Materials Fund.

The P350,000 allocation per region includes provisions for the engagement of one (1) GTA Shepherd per region, who must meet the following minimum qualifications: *must* have published two (2) children's or young adult fiction books at the national level. At least one onsite activity shall involve the GTA Shepherd, with additional activities permitted depending on feasibility and the local calendar of activities. The ROs are encouraged to plan and implement relevant pre-competition activities in alignment with the goals of GTA 2025. The names of the selected GTA Shepherds must be submitted to the National Technical Working Committee (NTWC) and emailed to **blr.creatives@deped.gov.ph**, with copies furnished to **blr.od@deped.gov.ph** and **blr.lrp@deped.gov.ph** **on or before June 20, 2025**. A professional undertaking, including a nondisclosure agreement, shall be drafted by the Regional Technical Working Committee and agreed upon by the Regional Management Committee and the GTA Shepherd.

For the Negros Island Region (NIR), the Interim RO may request program support funds to facilitate its regional and division-level activities. While funds were already released to DepEd Regions VI and VII, which previously housed the divisions under NIR, the fund allocation follows a per-region basis with no population consideration. As such, DepEd NIR remains without funding for the program at present.

Attached are the proposed guidelines for the main activities, including mechanics, qualifications, and standards, which are subject to the final approval and will be published as a DepEd Memorandum.

For information and guidance.

**ARIZ DELSON ACAY D. CAWILAN**  
Director IV

Attached:

1. GTA 2025 Composition of Committees
2. Draft Guidelines and Mechanics of GTA 2025
3. 2025 TBIMs Guidelines



(BLRM) Ground, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City; (02) 8634-1072; 8634-0901; 8634-1054;  
(BLRC) Ecotech Compound Sudlon, Lahug, Cebu City; (032) 230-7939; (032) 230-7948  
Email Address: [blr.od@deped.gov.ph](mailto:blr.od@deped.gov.ph); [blr.lrp@deped.gov.ph](mailto:blr.lrp@deped.gov.ph); [blr.lrqad@deped.gov.ph](mailto:blr.lrqad@deped.gov.ph); [blr.cebu@deped.gov.ph](mailto:blr.cebu@deped.gov.ph)



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DIVISION CODE

BLRPD - 25 - 04 - 064

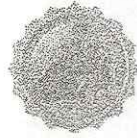




## Gawad Teodora Alonso 2025

### THE COMMITTEES OF GAWAD TEODORA ALONSO 2025

	Management Committee	Technical Working Committee	Screening Committee
<b>Terms of Reference</b>	<ul style="list-style-type: none"> <li>Oversees the conduct of activities</li> <li>Approves plans, calendar of activities, and other components of the Competition as recommended by the Secretariat</li> <li>Resolves issues and concerns on the conduct of the Competition</li> </ul>	<ul style="list-style-type: none"> <li>Plans out programs, projects, and activities, and their calendar of implementation</li> <li>Spearheads the conduct of the series of activities approved by the Management Committee</li> <li>Upholds the integrity of the Competition by maintaining the confidentiality of records and exercising fairness in the treatment of entries and submissions</li> </ul>	<ul style="list-style-type: none"> <li>Selects the best manuscripts and/or storybooks submitted</li> <li>Upholds the integrity of the Competition by maintaining the confidentiality of the judging process and results</li> </ul>
<b>Composition – National</b>	Bureau of Learning Resources  Atty. Ariz Delson Acay D. Cawilan, <i>Director IV</i>  Edward C. Jimenez, <i>Director III</i>	<ul style="list-style-type: none"> <li>BLR specialists</li> <li>BCD specialists</li> <li>BLD specialists</li> <li>Recipients of Gawad Teodora Alonso as end-user representatives</li> </ul> Chairperson: Betsy C. Agamata Head, GTA Categories: Sharon B. Buti Head, GFA Categories: Julie Ann V. Vertudes Head, Results and Processes: Ryan T. Lactatiao	Storybook experts and academicians; published and celebrated authors and illustrators; book collectors and enthusiasts
			Screening Committee for Manuscript Categories includes members of the National TWC
<b>Composition – Regional</b>	<ul style="list-style-type: none"> <li>Regional Director</li> <li>Assistant Regional Director</li> </ul>	<ul style="list-style-type: none"> <li>Chairperson: Chief Education Supervisor, Curriculum Learning and Management Division</li> <li>Personnel assigned at the Learning Resources Management Section of the Regional Office</li> </ul>	Required members: <ul style="list-style-type: none"> <li>Author and/or illustrator of storybook</li> <li>Reading specialist/s</li> <li>Learning area specialist/s</li> </ul> Optional members: (1) Non-DepEd academician specializing in reading (2) Enthusiast or collector of storybooks
<b>Composition – Division</b>	<ul style="list-style-type: none"> <li>Schools Division Superintendent</li> <li>Assistant Schools Division Superintendent</li> </ul>	<ul style="list-style-type: none"> <li>Chairperson: Chief Education Supervisor, Curriculum Implementation Division</li> <li>Personnel assigned at the Learning Resources Management Section of the Schools Division Office</li> </ul>	Required members: <ul style="list-style-type: none"> <li>Reading specialist/s</li> <li>Learning area specialist/s</li> </ul> Optional members: <ul style="list-style-type: none"> <li>Author and/or illustrator of storybook</li> <li>Non-DepEd academician specializing in reading enthusiast or collector of storybooks</li> </ul>



Gawad Teodora Alonso 2025

## ADMINISTRATIVE NOTES SUMMARY ON THE CONDUCT OF GAWAD TEODORA ALONSO 2025

The following information were curated from the general guidelines and mechanics of the Gawad Teodora Alonso (GTA) 2025, subject to final approval, and will be published as a Department of Education Memorandum:

### Categories Open for GTA 2025

- 1. Main Categories:** These categories are eligible for the Gawad Teodora Alonso and Gawad Fernando Amorsolo Honor Roll:

Categories	Description	Subcategories	Outputs	Qualifications
<b>Chapter Books for Young Adults (YA)</b>	A single narrative with minimal illustrations (at least two per chapter), combining elements of chapter books (transitional texts from storybooks to novels) and YA literature (teen-oriented resources)	Chapter Books for Grades 7 and 8	Illustrated transitional chapter book for Grades 7 and 8 readers; minimum of 10,000 words and at least four chapters.	Open to teaching and non-teaching personnel of the Department of Education and full-time teachers of non-DepEd basic education institution
		Chapter Books for Grades 9 and 10	Illustrated transitional chapter book for Grades 9 and 10 readers; minimum of 12,000 words and at least four chapters.	Option 1: one writer and one illustrator
		Illustrated YA Literature	Illustrated transitional chapter books for Grades 7 to 10 readers, addressing teen interests and themes; minimum of 10,000 words and at least four chapters	Option 2: one writer-illustrator
<b>Comics for Young Adults</b>	A single narrative told through sequential	DepEd Canon	Comics inspired by themes, characters,	Open to teaching and non-teaching personnel of

DIVISION CODE



(BLRM) Ground, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City; (02) 8634-1072; 8634-0901; 8634-1054;  
(BLRC) Ecotech Compound Sudlon, Lahug, Cebu City; (032) 230-7939; (032) 230-7948  
Email Address: [blr.od@deped.gov.ph](mailto:blr.od@deped.gov.ph); [blr.lrpd@deped.gov.ph](mailto:blr.lrpd@deped.gov.ph); [blr.lrqad@deped.gov.ph](mailto:blr.lrqad@deped.gov.ph); [blr.cebu@deped.gov.ph](mailto:blr.cebu@deped.gov.ph)



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	art (panels), with or without text (speech bubbles, captions, or sound effects)		settings, or plots from Ibong Adarna, Florante at Laura, Noli Me Tangere, and/or El Filibusterismo; minimum of 30 pages (6x9 layout)	the DepEd and full-time teachers of non-DepEd basic education institution
		Open Comics	Comics based on themes and interests relevant to teenage readers; minimum of 30 pages (6x9 layout)	Note: The illustrator will also serve as the writer for comics entries.

**2. Seasonal Categories.** These categories are subject to change every year, anchored on the needs, advocacies, and exhibition try-out for newer categories:

Categories	Description	Subcategories	Outputs	Qualifications
<b>Illustrated Thematic Storybooks</b>	Illustrated children's stories based on specific themes	Wordless Storybooks on Inclusion	Wordless storybooks for Kindergarten: 20, 28, or 36 pages (including cover), centered on themes of inclusion	Teaching and non-teaching personnel of the Department of Education and full-time teachers of non-DepEd basic education institutions  The illustrator will also serve as the writer of the wordless storybook.
		Storybook on Gender and Development	Illustrated storybooks for Grades 1 to 3; 20, 28, or 36 pages (including cover), focused on Gender and Development themes.	Teaching and non-teaching personnel of the Department of Education and full-time teachers of non-DepEd basic education institutions
		Storybooks on Disaster Risk Reduction Management	Illustrated storybooks for Grades 4 to 6; 20, 28, or 36 pages (including cover),	

			focused on Disaster Risk Reduction Management themes	Option 1: one writer and one illustrator
		Storybooks on Local Tangibles	Illustrated children's stories for Grades 1 to 3; of 20, 28, or 36 pages, including cover pages, with themes of local tangibles, man-made, or natural	Option 2: one writer-illustrator
<b>Lolay Storytelling Sessions</b>	Live and recorded storytelling videos with multimedia elements	Recorded Storytelling from Real-life Storytellers	Storytelling video using original or adapted stories from the GTA 2024 and 2025 editions	Individual or group storytellers who are members of the Parent-Teacher Association, not employed at the school
		Recorded Storytelling from Teachers		A team of teaching and non-teaching personnel of the Department of Education
		Live Storytelling	Live sessions utilizing the ReadEx Picks of GTA 2025 Categories 1, 2, or 3	All attendees of the Storybook Recognition Rites and Reading Exhibit, except the members of the National Technical Working Committee
<b>Untold Kuwento Ng Bayan Ko</b>	Non-competitive category dedicated to education leaders, focusing on familiar local narratives	Stories from Education Leaders	Story narratives for Grades 4 to 6, focusing on legends and folklore	Education leaders occupying third-level positions within the Department of Education system



	from fresh perspectives			
	A category dedicated to lesser-known concepts and stories of Philippine communities	Stories of Untold Legends and Folklore	Lesser-known stories, legends, and folklore from the localities	Open to all teachers of DepEd and educational institutions, including retired teachers
<b>Stories for Young Readers by Young Writers</b>	A category for the young readers written by the young writers	Kuwentong Pambata ng mga Bata	A story narrative for elementary learners based on the themes of friendship and family	Grades 4 to 6 learners of DepEd and non-DepEd schools
		Kuwentong Pambata ng mga Bata	A story narrative for high school learners based on the themes of self-discovery and sense of community	Grades 7 to 12 learners of DepEd and non-DepEd schools
		Tulang Pambata ng mga Bata	A compilation of at least five poems on learners' experiences and perspectives	

**3. Special Categories.** These categories will be selected based on specific merits.

Categories	Description	Qualifications
<b>Gawad Teodora Alonso Honor Roll</b>	An award given to storytellers who have won in the main categories a cumulative three times for GTA Volume III (GTA 2025, GTA 2026, and GTA 2027)	Three-time winners as writers in Category 1
<b>Gawad Fernando Amorsolo Honor Roll</b>		Three-time winners as illustrator in Category 1 and writer-illustrator in Category 2
<b>Kuwentong Guro</b>	An award given to entries in the main category that best address the intended learning competencies of the curriculum.  Selected by Central Office specialists	The entry must be included in the ReadEx Picks list of the main categories.
<b>Readers' Choice</b>	An award chosen by the intended readers	

	Selected by learners of identified schools with diverse reading profiles	
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### Entry Standards and Mechanics

1. Writing and illustrating entries must be done outside official office hours.
2. All entries must be original, unpublished, and not submitted to other competitions.
3. Entries must not contain identifying information of the author, illustrator, layout artist, school, or affiliated institution.
4. Authenticity is a key requirement. Entries must be entirely **original**, without artificial intelligence-generated content, stock images or videos, or manipulated existing materials.
5. Adaptations or retellings of local stories are allowed, provided they are done respectfully and with cultural sensitivity.
6. All entries must be written in Filipino, except for the illustrated storybook category, which must be rendered in diglot/bilingual format. The diglot format shall use either (a) Filipino and Mother Tongue or (b) Filipino and English.
7. Each entry must be aligned with one or more competencies from the current basic education curriculum, as specified in the individual category guidelines.
8. Themes should reflect tradition, culture, environment, art, or local concepts, consistent with the overarching theme #KuwentoNgBayanKo.
9. Entries must comply with the DepEd Social Content Guidelines.
10. Stories must be self-contained and must not include processing questions or supplementary activities.
11. Writers are encouraged to follow the Ortograpiyang Pambansa (latest edition). For other stylistic rules, the Chicago Manual of Style, 17<sup>th</sup> edition, shall be the reference.

### Shepherding Process

1. To further enhance the quality of submissions and provide meaningful mentorship to participants, GTA 2025 will implement a Shepherding Process at the regional level. This initiative will introduce external published authors and illustrators as "shepherds" to guide and mentor contest management personnel and participants while maintaining the integrity of the judging process.
2. Each of the 16 regions will have one designated Shepherd, whose name shall be endorsed to the NTWC for final approval.
3. Shepherds will not be employed in an administrative capacity but will serve as mentors and creative guides.
4. The Regional Technical Working Committee (RTWC), responsible for all administrative tasks related to the contest, will collaborate with their respective Shepherds to ensure the effectiveness of mentorship activities.
5. Shepherds will not be involved in the formal judging to maintain objectivity and fairness. However, they may recommend potential judges for the competition based on their industry experience.
6. Shepherds shall encourage originality and minimize reliance on AI-generated content.

### Timeline of Activities

1. The following is the recommended timeline of activities:



Activity	Category 1	Category 2	Category 3	Category 4A	Category 5	Category 6
Storybook Forum	May 27 to 29, 2025					
Division Manuscript Screening	July 31, 2025		July 31, 2025			
Regional Manuscript Screening	August 7, 2025		August 7, 2025			
Judging at the Regional Level	August 25, 2025					
Submission to the National Level	September 1, 2025				August 15, 2025	August 1, 2025
Judging at the National Level	September 2025 (specific schedule confidential)					
Storybook Recognition Rites and Reading Exhibit	November 11 to 14, 2025					

2. Registration for Categories 5 and 6 will be open upon issuing the Official Guidelines.
3. The RTWC must convene all Division TWCs to prepare a local calendar of activities for their Competition for Categories 1, 2, 3, and 4.
4. The deadline for submission to the NTWC and all other activities from thereon may not be rescheduled by the Regional and Division TWCs.

### **Logistics**

1. A logistical support to the RTWCs amounting to P300,000, chargeable against 2025 Current TBIM Funds of the BLR, was directly released to the ROs to cover expenses incurred during the various activities related to the program, including honorarium fees for Shepherds, local incentives to winners, and conduct of pre-competition and judging activities.
2. Additional budget for preparatory and related activities may be augmented by available local funds of the ROs and/or the Schools Division Offices.
3. All expenses are subject to accounting and auditing rules and regulations.
4. Travel expenses incurred during the Storybook Forum, Storybook Recognition Rites, and Reading Exhibit were directly released to the ROs. The logistical support or any available local funds may augment this.
5. Competition winners will be invited through a formal letter to their respective ROs. Individual invitation cards, marked as "GTA Socmed Cards," will be sent to the respective registered email addresses of winners upon validation of their win, and sent before the formal invitation to the ROs.
6. Winners will receive Certificates and Plaques of Recognition. Tokens and other incentives will be given subject to existing rules and regulations.



Republic of the Philippines  
**Department of Education**

**JOINT MEMORANDUM**

TO : **ALL REGIONAL DIRECTORS**  
**ALL OTHERS CONCERNED**

FROM : **ATTY. FATIMA LIPP D. PANONTONGAN**  
Undersecretary and Chief of Staff  
Office of the Secretary

**GINA O. GONONG**  
Undersecretary for Curriculum and Teaching

**MALCOLM S. GARMA**  
Assistant Secretary, Officer-in-Charge,  
Office of the Undersecretary for Operations

SUBJECT : **GUIDELINES ON THE UTILIZATION OF DIRECTLY RELEASED FUNDS UNDER FY 2025 TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS FUND**

DATE : **February 3, 2025**

1. This memorandum establishes the guidelines on the utilization of directly released funds for the following programs/activities:

Annex No.	Fund Source	Program/Activity	Total Amount
A	FY 2025 Textbooks and Other Instructional Materials (TBIMs)	Provision of Supplementary Learning Resources (SLRs) for Public School Libraries and Library Hubs	2,540,977,000
B		Procurement of Remediation Packages for Reading Programs	644,299,000
C		Printing/Production of Learning Resources for the Implementation of the National Learning Camp (NLC)	600,001,000
D		Procurement and Distribution of Ibong Adarna and Florante at Laura for Grade 7 And 8 Learners for School Year 2025-2026	311,969,000



Annex No.	Fund Source	Program/Activity	Total Amount
E		Procurement and Distribution of 2025 Manipulative Materials for Learners with Disabilities	100,000,000
F		Printing/Production of Learning Resources for the Pilot Implementation of the MATATAG Curriculum	39,654,000
G		Series of Activities for the Gawad Teodora Alonso 2025	11,698,000
H		Conduct of Workshops on the Quality Assurance of DepEd-Developed Learning Resources	4,650,000
TOTAL			4,253,248,000

2. The funds for the *Printing/Production of Learning Resources for the Pilot Implementation of the MATATAG Curriculum* are directly released to selected regions to cover the printing and production of Quarters 1 to 4 worksheets and lesson exemplars for Grades 6, 9, and 10 under the pilot implementation.

3. Similarly, the funds for the *Conduct of Workshops on the Quality Assurance of DepEd-Developed Learning Resources (DDLRs)* are directly released to selected regions, which will serve as co-managers in the next batch of regions to be capacitated in ensuring the quality of DDLRs.

4. The Regional Offices (ROs), in coordination with the Schools Division Offices (SDOs), shall determine the corresponding physical targets of their respective allocation. In the event that the RO has determined to further download the funds to the SDOs, the Regional Director (RD), through its planning, finance, and program teams, shall be responsible for determining the most equitable distribution of funds among the SDOs. This is with the exception of procurement activities of Supplementary Learning Resources (SLRs) for school libraries and library hubs where procurement activities shall be at the schools division and regional level, respectively, as provided under DepEd Order No. 24, s. 2023.

5. The utilization of the fund herein shall be in accordance with existing budgeting, accounting, auditing, and procurement laws, rules and regulations.

6. Any excess amount or balance remaining from the funds may be used for other activities and projects under the Textbooks and Other Instructional Materials (TBIMs) program.

7. The ROs and SDOs shall ensure the obligation and disbursement of directly released FY 2025 TBIMs Funds in accordance with the Cash-Based Budgeting System and consistent with the General Provision of the FY 2025 General Appropriation Act (R.A.12116).

8. The ROs are expected to submit an Accomplishment Report (AR) to the Bureau of Learning Resources (BLR) using the template attached as **Attachment 1**.

9. However, for the following activities, the AR must follow the format provided:
- a. Series of Activities for the Gawad Teodora Alonso 2025 (**Attachment 2**)
  - b. Conduct of Workshops on the Quality Assurance of DepEd-Developed Learning Resources (**Attachment 3**)
10. If the funds are downloaded to SDOs, they shall likewise submit to their RO an AR duly certified by the Division Accountant and approved by the Schools Division Superintendent (SDS). The ROs shall consolidate the submitted ARs and submit a consolidated report to BLR.
11. The AR shall be submitted to BLR through email address [blr.od@deped.gov.ph](mailto:blr.od@deped.gov.ph) every 30<sup>th</sup> day of every month following the month the fund has been received by the region and the subsequent months until the said fund has been fully utilized. The BLR shall continuously gather feedback on how the directly released funds are utilized, as well as any challenges in the pilot implementation from their field counterparts.
12. Attached are the guidelines for the aforementioned programs/activities.
13. For queries or clarifications, you may contact the Bureau of Learning Resources at [blr.od@deped.gov.ph](mailto:blr.od@deped.gov.ph) or via telephone at (02) 8634-1072.
14. For your guidance and strict compliance.

*Attachments:*

- *Annex A – Provision of Supplementary Learning Resources (SLRs) for Public School Libraries and Library Hubs*
- *Annex B – Procurement of Remediation Packages for Reading Programs*
- *Annex C – Printing/ Production of Learning Resources for the Implementation of the National Learning Camp (NLC)*
- *Annex D – Procurement and Distribution of Ibong Adarna and Florante at Laura for Grade 7 And 8 Learners for School Year 2025-2026*
- *Annex E – Procurement and Distribution of 2025 Manipulative Materials for Learners with Disabilities*
- *Annex F – Printing/ Production of Learning Resources for the Pilot Implementation of the MATATAG Curriculum*
- *Annex G – Series of Activities for the Gawad Teodora Alonso 2025*
- *Annex H – Conduct of Workshops on the Quality Assurance of DepEd-Developed Learning Resources*



# ANNEX G

SUBJECT : GUIDELINES ON THE UTILIZATION OF DIRECTLY  
RELEASED FUNDS FOR THE CONDUCT OF GAWAD  
TEODORA ALONSO 2025

TO : ALL REGIONAL DIRECTORS

1. This establishes the guidelines on the release and utilization of the funds for the Conduct of the Gawad Teodora Alonso (GTA) 2025.
2. With the approval of the Fiscal Year (FY) 2025 General Appropriations Act (GAA), a budget amounting to **Eleven Million Six Hundred Ninety-Eight Thousand Pesos (P11,698,000)** under the Fiscal Year (FY) 2025 (R.A. 12116) Textbook and Other Instructional Materials (TBIMs) Funds shall cover the various activities of the GTA 2025:
  - a. Travel expenses for the participants of the Storybook Forum, judging at the National Level, and Storybook Recognition Rites and Reading Exhibit,
  - b. Expenses relative to the hosting of the Storybook Forum and Storybook Recognition Rites and Reading Exhibit, and
  - c. Local activities relative to the Harvesting and Development of Storybooks.
3. The guidelines on the utilization of item (c) will be indicated in the official guidelines and mechanics of GTA 2025 which will be issued as a DepEd Memorandum.
4. Additional budget for preparatory and related activities may be augmented by available local funds of the RO and/or the Schools Division Office (SDO) subject to usual accounting and auditing rules and regulations.
5. The budget allocation per region is stated below for reference:

Region	Amount
Region I	350,000
Region II	378,300
Region III	350,000
Region IV-A	462,800
Region IV-B	462,800
Region V	327,000
Region VI	370,600
Region VII	6,371,250*
Region VIII	325,500
Region IX	300,000
Region X	328,500
Region XI	355,000
Region XII	311,000
Region XIII	390,800
CAR	300,000

Region	Amount
CARAGA	313,300

*\*This amount includes the hosting of the Storybook Forum and Storybook Recognition Rites.*

The detailed allocation is attached as **Annex G.1**.

6. For your guidance and strict compliance.



## Regional Allocation for the Conduct of the Gawad Teodora Alonso 2025

Development and Harvesting of Storybooks	
Region	Amount
Region I	300,000
Region II	300,000
Region III	300,000
Region IV-A	300,000
Region IV-B	300,000
Region V	300,000
Region VI	300,000
Region VII	300,000
Region VIII	300,000
Region IX	300,000
Region X	300,000
Region XI	300,000
Region XII	300,000
Region XIII	300,000
CAR	300,000
NCR	300,000
Total	<b>4,800,000</b>

Storybook Forum	
Region	Amount
Region I	50,000
Region II	65,000
Region III	50,000
Region IV-A	125,000
Region IV-B	125,000
Region V	27,000
Region VI	21,000
Region VII	868,600*
Region VIII	25,500
Region X	28,500
Region XI	55,000
Region XII	12,150
Region XIII	55,000
NCR	13,300
Total	<b>1,521,050</b>

*\*This amount includes the procurement of venue and supplies for the conduct of Storybook Forum*

<b>Judging at the National Level</b>	
<b>Region</b>	<b>Amount</b>
Region IV-A	12,800
Region IV-B	12,800
Region VI	27,600
Region XIII	13,800
Total	<b>67,000</b>

<b>Storybook Recognition Rites and Reading Exhibit</b>	
<b>Region</b>	<b>Amount</b>
Region II	13,300
Region IV-A	25,000
Region IV-B	25,000
Region VI	22,000
Region VII	5,202,650*
Region XIII	22,000
Total	<b>5,309,950</b>

*\*This amount includes the procurement of venue and supplies for the conduct of Storybook Recognition Rites and Reading Exhibit*