



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
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## MEMORANDUM CIRCULAR

NO. 50

Series of 2024

**SUBJECT : IMPLEMENTING GUIDELINES FOR THE YOUNG FARMERS CHALLENGE (YFC) PROGRAM –YFC UPSCALE COMPONENT**

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### Section 1. Rationale

In cognizance of the results of the monitoring and evaluation conducted by the YFC program's National and Regional Program Coordination and Management Team (PCMT), the program shall continue supporting the previous awardees in scaling-up their initially started agribusiness. This will address needs of YFC awardees on the limited financial resources to expand and upscale their current business operations, including upgrading equipment/assets, creating new product lines, improving marketing efforts, as well as permits and licenses, among others. This was supported by the study of Droof M.J. et al. (2020)<sup>1</sup> on Raising Capital for the Emerging Businesses 3rd Edition. Additional capital is needed to test the product in market conditions and adapt its functionality to developing customer needs before the emerging business can commence regular business operations.

Anent to this, the YFC Program will implement a program aptly named "**Young Farmers Challenge UPSCALE**," which will assist the YFC program awardees to continue, improve, and upscale their existing agri-fishery enterprise operation by providing them additional capital in the form of competitive financial grant assistance.

### Section 2. Definition of Terms

As used in this Guidelines, the following terms shall be construed as:

- a. **Agri-fishery Enterprise** - refers to a registered enterprise engaged in agriculture and fishery-related economic activities, such as the production of crops, poultry, and livestock, including inputs, farm tourism, fishery or aquaculture production, processing of agri-fisheries produce, marketing, and distribution of agri-fishery commodities and products, operated by an individual youth or group, i.e., managed by two (2) or more individual youth.

The enterprise as defined in this guideline shall be an **existing agri-fishery enterprise**. The enterprise must have acquired business registration and must have a return on investment to qualify for the competition.

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<sup>1</sup>Droof M.J. et al. (2020): Raising Capital for the Emerging Businesses 3rd Edition

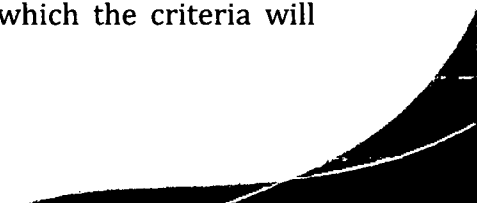
- b. Business Plan** - is a document that defines an agri-fishery enterprise's vision, objectives, and how it plans to achieve its goals. A business plan lays out a written road map to show marketing, financial, and operational standpoints.
- c. Business Registration** - is a document that any enterprise must possess to legally operate their business. All interested applicants for YFC UPSCALE must have acquired business registration i.e. DTI/SEC Registration/Business Permit, whichever is applicable.

The business registration shall be under the name of the awardee or the agri-fishery enterprise. In the case of a group enterprise, the registration must include at least one of the members' names.

- d. Certificate of Good Standing** - is a document issued by the Regional Executive Director (RED) in the case of Regional Field Offices (RFOs) and Agribusiness and Marketing Assistance Service (AMAS) Director in the case of NCR, based on the actual or face-to-face assessment and validation of the applicants. It indicates that the applicant has followed all the duties and responsibilities stated on their notarized sworn statements such as submission of all the pertinent documents such as updated progress reports (quarterly/terminal, whichever is applicable), and training certificates, among others.
- e. Business Upscaling** - it means setting the stage to enable and support growth in the existing YFC agri-fishery enterprise. Through the YFC UPSCALE program, the enterprise will acquire additional capital to upscale its current operations, i.e., invest in new technology, improve its marketing platforms, and generate employment, among others.
- f. Financial Grant** - is a financial assistance given to the program's declared awardees to serve as additional capital to scale up their existing agri-fishery enterprise operation. The grants to be provided to the awardees are as follows: Regional Level (PhP 300,000) and National Level (PhP 500,000).
- g. Group-managed enterprise** - is an existing enterprise managed by two (2) or more individual youth.
- h. Individually managed enterprise** - is an existing enterprise managed by an individual youth.
- i. Program Management Team (PMT)** - oversee the implementation of the YFC program, which includes conducting information campaigns, receiving applications, organizing and facilitating the actual business pitch competition, assessing and monitoring YFC awardees, and providing business development services.
- j. Return on Investment (ROI)** - is a performance measure used to evaluate the returns of an investment or to compare the relative efficiency of different investments. ROI measures the return on an investment relative to the cost of the investment.

### **Section 3. Scope and Coverage**

The YFC UPSCALE component will be a head-to-head competition for previous YFC Start-Up awardees either at the Provincial, Regional, or National Level, in which the criteria will



concentrate on 1) Creativity and Innovations, 2) Enterprise performance, 3) Social Responsibility, 4) Business Viability, and 5) Business Sustainability. The scoresheet and detailed criteria for the competition will be approved by the designated YFC UPSCALE Panel of Judges.

### **3.1 Levels of Competition**

The competition is open to all previous awardees who are continuously operating their agri-fishery enterprise.

The competition will be in two (2) levels: Regional and National Competition

#### **a. Regional Level Competition**

Each YFC UPSCALE Regional Panel of Judges shall select and declare the **top three (3)** agri-fishery enterprises operated by either individual youth or group of youth beneficiaries. Each awardee shall receive PhP 300,000 financial grant. In the case of NCR, the YFC UPSCALE Panel of Judges shall select and declare the NCR Regional UPSCALE Awardees. The awardee/s in each region including the NCR who got the highest score shall be eligible to compete at the YFC UPSCALE National Competition.

#### **b. National Level Competition**

The National Level Competition shall be in two (2) phases:

##### **Phase 1: YFC UPSCALE Mentoring**

A Panel of Coaches shall be created for the purpose of the YFC Upscale Mentoring Assistance. The YFC Upscale Mentoring is a customized mentorship for all national-level finalists to help them improve their enterprise implementation.

There will be six (6) YFC Upscale Panel of Coaches whose expertise shall be in the fields of business, economics, financial, marketing, legal, and government-related matters. In addition, the coaches shall mentor the Top 16 YFC Upscale National Finalists who will compete in the National Level Competition Phase II, conduct physical or face-to-face business pitching, and serve as resource persons in the training and capacity-building activities to be spearheaded by DA-AMAS.

The DA-AMAS shall issue a letter of invitation to the prospective five (5) Panel of Coaches, outlining their respective duties and responsibilities. The pool of experts or coaches shall be selected from the private or government sector, which has been a partner of DA-AMAS and AMADs in implementing its programs and projects. The invited Panel of Coaches, in return, shall submit a confirmation slip along with their curriculum vitae.

A Special Order shall be issued by the DA Secretary for the creation of the YFC Upscale Panel of Coaches.

In the event of a conflict of interest between the panel of coaches and applicants/awardees due to a filial relationship, the judge shall waive his/her right not to be part of the panel of judges. If already an awardee, the subject coach/es shall give a due written explanation addressed to the Regional Executive Directors (REDs) in case of Regions and AMAS Director in case of NCR.

Each national finalist shall actively participate in the scheduled mentoring. The YFC National PMT will issue a **Certificate of Compliance** for those national finalists who participated in said mentoring assistance.

## **Phase 2: YFC UPSCALE Head-to-Head National Business Pitch Competition**

The YFC UPSCALE National Panel of Judges shall select and declare among the 16 finalists, the **five (5) YFC UPSCALE National Awardees** through a head-to-head business pitch competition, and the evaluation and assessment of their enterprise implementation. The national awardee/s shall receive an **additional financial grant of Php 500,000.00 per enterprise**.

## **Section 4. Creation of the YFC UPSCALE Panel of Judges for Regional and National Competition**


The National Panel of Judges shall be composed of a Chairperson and Vice-Chairperson from the Department who shall be designated by the DA Secretary. There shall be three (3) members: one (1) representative from the Department of Trade and Industry (DTI), one (1) representative from Department of Science and Technology (DOST) and one (1) private sector practitioner (from the agribusiness industry) endorsed by the Philippine Council for Agriculture and Fisheries (PCAF).

On the other hand, the Regional Panel of Judges shall be composed of two (2) representatives from the DA, one (1) representative from the DTI, and one (1) private sector practitioner (from the agribusiness industry) endorsed by the Regional Agricultural and Fishery Council (RAFC).

The AMAS Director, for National and NCR Judges, and the Regional Executive Directors (REDs), for Regional Judges, shall issue a letter addressed to DTI, DOST, and PCAF requesting the endorsement of their duly designated representatives to act as judges. In return, the concerned office shall issue a formal endorsement to NPMT or RPMT clearly stipulating the names and designations of the endorsed judges for each level of competition. The authority of the duly designated representatives of the concerned offices shall be attached to the formal endorsement to the NPMT or RPMT.

A Special Order shall be issued by the DA Secretary for the creation of the YFC UPSCALE National Panel of Judges and NCR UPSCALE Panel of Judges. The National PMT staff shall be drawn from the Agribusiness and Marketing Assistance Service (AMAS).

A Special Order shall be issued by the DA Regional Executive Directors for the creation of the YFC Regional Panel of Judges. The members of the YFC UPSCALE Regional Panel of Judges may be the same member of the YFC Start-Up Provincial or Regional Panel of Judges.



The DA Regional Executive Directors (REDs) or the Undersecretary for High Value Crops may request representatives from the private sector, i.e. Philippine Chamber of Commerce, Agribusiness Practitioners, Manufacturers, among others, DA Bureaus, and Attached Agencies as Resource Persons to support during the evaluation of the submitted BMCs.

In the event of a conflict of interest between the judges and applicants/awardees due to a filial relationship, the judge shall waive his/her right not to be part of the panel of judges. If already an awardee, the subject judge/s shall give due written explanation addressed to the Regional Executive Directors (REDs) in case of Regions and AMAS Director in case of NCR.

## **Section 5. Duties and functions of the National Program Management Team (NPMT), Regional Program Management Team (RPMT), Panel of Judges and Panel of Coaches.**

### **A. Duties and Functions of the National Program Management Team (NPMT)**

The National PMT shall provide administrative and technical support in the overall implementation of the YFC program. Specifically, the NPMT shall:

1. Oversee the nationwide implementation of the YFC program and its program components, i.e. Start-Up, Upscale, Intercollegiate, and Business Development Assistance;
2. Prepare the plans, activities, and timelines of the program;
3. Prepare the score sheets and other pertinent documents to be endorsed to the National Panel of Judges;
4. Receive the documents submitted by the NCR applicants and check the completeness of attachments, conduct background checks among NCR applicants, and endorse the eligible NCR applicants to the NCR Panel of Judges;
5. Assist in the evaluation of each proposed Business Model Canvas (BMC);
6. Conduct regular monitoring and assessment for the awardees enterprise implementation;
7. Prepare administrative and accomplishment reports and maintain files and records of the program; and
8. Perform other related tasks as may be assigned by the National Focal Person of the NPMT or the DA Management.

### **B. Duties and Functions of the Regional Program Management Team (RPMT)**

The Regional PMT shall provide administrative and technical support in the regional implementation of the YFC program. Specifically, the RPMT shall:

1. Oversee and facilitate smooth implementation of the YFC program and its program components in their respective regions i.e. Start-Up, Upscale, Intercollegiate, and Business Development Assistance;
2. Spearhead the information dissemination campaign of the YFC program;
3. Facilitate Business Model Canvas (BMC) and Business Plan Orientation;
4. Receive and screen the applications from the YFC regional applicants;
5. Endorse eligible applicants to the Provincial Panel of Judges;
6. Process the release of funds to the declared awardees;
7. Facilitate the provision of business development service assistance to the youth awardees;
8. Conduct regular review, monitoring, and evaluation of the declared awardees enterprise implementation;
9. Provide monthly accomplishment reports to the YFC-NPMT; and
10. Perform other related tasks as may be assigned by the Regional Executive Directors (REDs).

### **C. Duties and Functions of the YFC Panel of Judges (Regional and National Panel of Judges) and Panel of Coaches**

#### **i. National Panel of Judges**

The duties and functions of the YFC Upscale National Panel of Judges are the following:

1. Responsible for judging the Top 16 Upscale National Level Finalists according to the set standard criteria and scoring system;
2. Provide suggestions and recommendations to further improve the enterprise implementation of the YFC awardees; and
3. Declare the five (5) YFC Start-Upscale Component National Level awardees.

#### **ii. Regional Panel of Judges**

The duties and functions of the YFC Upscale Regional Panel of Judges are the following:

1. Responsible for judging the eligible YFC Upscale applicants for the Regional Level according to the standard criteria and scoring system;
2. Declare the YFC Upscale Regional Level Awardees; and

3. Provide suggestions and recommendations to further improve the enterprise implementation of the YFC awardees.

### **iii. Panel of Coaches**

The duties and functions of the YFC Panel of Coaches are the following:

1. Mentor and coach the Top 16 YFC Upscale Finalists who will compete in the National Level Competition Phase 2;
2. Conduct practice for business pitching; and
3. Serve as resource person in the training and capacity building activities to be spearheaded by AMAS.

### **Section 6. Eligibility Criteria of Applicants**

To participate in the competition, the applicants (individuals/groups) must pass the following criteria:

- a. Shall be previous YFC start-up awardees either at the provincial, regional, or national level continuously operating their enterprises;
- b. Must have acquired business registration; and
- c. Must have a return on investment.

The following are **not eligible** to participate in the competition:

- a. Personnel of the DA, its Regional Field Offices, bureaus, attached agencies, and corporations, including their relatives up to the fourth civil degree of consanguinity or affinity<sup>2</sup>;
- b. Personnel of the Provincial, Municipal, and City Agricultural/Veterinary Offices<sup>2</sup>; and
- c. Previous YFC Upscale Awardees.

### **Section 7. Application Requirements**

The YFC Upscale application requirements are the following:

- a. Application letter addressed to Regional Executive Directors (for Regions) and AMAS Director (for NCR);
- b. Application Form;
- c. Business Plan with attached Activity and Financial Plan as prescribed by the program;
- d. Financial report prepared by the applicants (Income Statement, Cash Flow, and Balance Sheet in the last 6 months);
- e. Certified True Copy of DTI/SEC Registration/Business Permit, whichever is applicable;
- f. Certified True Copy of the Certificate of Good Standing to be issued by DA-AMAS in the case of NCR and DA-AMAD in the case of the region;

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<sup>2</sup>Working as permanent, temporary, substitute, co-terminus, contractual, and casual as defined by CSC Memorandum Circular No. 40, Series 1998

- g. Clear scanned copy of at least one (1) valid ID (indicating the date of birth);
- h. Proof of residency of any of the following: (Barangay Certification, valid ID indicating home address, among others);
- i. Endorsement from the Provincial/Municipal/City Agriculture Office or Veterinary Office where the agri-fishery enterprise is located; and
- j. Latest 2x2 photo with white background.

*Note: In case the applicant/s change their agri-fishery enterprise name or their group members are not active, they shall submit a Sworn Affidavit indicating the said changes to be eligible to apply for the program.*

Moreover, in the event that a municipality doesn't have municipal agriculture or veterinary offices, the applicant(s) may submit an endorsement letter from the municipal office that handles business matters such as the Municipal Cooperative Office, Local Economic Investment and Promotions Office, among others.

### **Section 8. Application Procedure**

- a. Interested applicants may submit their application and all requirements to the DA-AMAS (in case of the NCR), or to the DA Regional Field Offices (in case of the other regions). Applicants are encouraged to submit online through the concerned offices' designated email accounts, and/or online platforms created for the purpose.
- b. Only applicants with complete requirements shall be processed for screening. Applicants who submit multiple business proposals shall only decide one (1) official entry to proceed with the competition.

### **Section 9. Selection and Evaluation Procedures**

#### **9.1 Evaluation Criteria**

YFC UPSCALE - **Enterprise Scaling Up Component** will concentrate on the following area:

- a. **Creativity and business innovation.** The applicant/s shall exhibit business plans and pathways to reach new heights in product value, process improvement, productivity, marketing success, and internal harmony. They must also show continued dedication to creativity, and innovative ideas to achieve business growth.
- b. **Enterprise Performance.** Based on the results of the enterprise monitoring by the YFC Regional and/or National PMT, the applicants must show that they were able to successfully implement their start-up enterprise that received a financial grant during the competition.
- c. **Social Responsibility.** The enterprise is socially responsible as shown by: (a) its potential to scale up operations that can generate jobs for the community, (b) its contribution to the welfare of others such as household savings on consumers by offering quality but



affordable agri-fishery commodities/products or services and (c) its promotion of environmental protection and conservation.

- d. **Business Viability.** The additional capital to be received by the awardee shall be spent for the improvement and upscaling of the existing agri-enterprise. This can be assessed based on the submitted Business Plan, including the projected financial statements, and activity and financial plans.
- e. **Business Sustainability.** The enterprise must show how to sustain its operations through the business continuity plan, which includes the risk and vulnerability assessment.

## 9.2. Competition Scoresheets

The scoresheet for the Upscale Component shall be prepared and approved by the National Program Management Team. Once approved, the scoresheet shall be cascaded to the RPMT as well as the Regional Panels of Judges. Attached as **Annex A** is the YFC Upscale Scoresheets.

## 9.3 Screening Process

- a. The PMT of the concerned offices (DA Central, RFOs) shall receive all applications;
- b. The PMT shall conduct initial screening based on eligibility criteria and compliance with application requirements;
- c. The PMT shall conduct monitoring and assessment of the enterprise implementation of the applicants;
- d. Once assessed as eligible, the PMT will issue a Certificate of Eligibility; and
- e. The PMT shall endorse the Business Plan, including the projected financial statements, Activity and Financial Plan, and other documents of the eligible applicants to the Panel of Judges.

### 9.3.1 Selection of the YFC UPSCALE Regional Level Awardees

- a. The National and Regional PMTs shall set the deadline for submission of documents stated under Section 7 in this Guidelines and announce the dates of judging.
- b. The Panel of Judges may institute more than one (1) stage of judging e.g. judging in batches, depending upon the number of applicants, e.g. semi-finals leading to finals.
- c. The Panel of Judges shall provide equal opportunities to those who passed the initial stage of judging through business pitching. The PMT may opt to conduct online or face-to-face presentation depending on funds availability; and
- d. The YFC Regional Panel of Judges shall certify the YFC UPSCALE Regional Awardees and endorse the enterprise awardees with the highest scores for the YFC UPSCALE national-level competition.

### **9.3.2 Selection of the YFC UPSCALE National Level Awardees**

- a. The National PMT shall set the deadline for the submission of updated Business Plan and Activity and Financial Plan of the National YFC UPSCALE Finalists and announce the dates of judging;
- b. The National PMT in coordination with the Regional PMTs shall conduct monitoring and assessment of the National YFC UPSCALE Finalists;
- c. The National PMT shall schedule a workshop/mentoring for the YFC UPSCALE National Finalists and shall issue a certificate of compliance;
- d. The National PMT shall schedule the YFC UPSCALE National Level head-to-head business pitch competition; and
- e. The YFC UPSCALE National Panel of Judges shall certify the declared YFC UPSCALE National Awardees.

Attached as **Annex B** is the YFC program implementation timelines.

### **Section 10. Duties and Responsibilities of the Awardees**

The recipients of the financial grant shall have the following duties and responsibilities:

- a. Submit a notarized Sworn Statement of the duties and responsibilities of the awardees.
- b. Use the existing bank account, or open a new bank account under his/her name - preferably with the Land Bank of the Philippines (LBP)—upon the receipt of the Notification of Awards. For group awardees, any of its members may opt to open an individual or joint bank account, or use an existing individual bank account under any of its members' names. The group shall indicate in a Sworn Statement whose bank account they agreed to use for the purpose of receiving the financial grant. The said bank account shall strictly be used for the implementation of the agri-fishery enterprise;
- c. The amount received shall strictly be used for the upscaling of the existing agri-fishery enterprise;
- d. The awardee/s shall strictly implement their approved business plan within one (1) month after the release of the financial grant.
- e. Submit updates/reports to the DA-concerned offices (AMAS/AMADs) based on the following timelines:
  - i. Semestral Progress Report; and
  - ii. Terminal report one (1) year after the receipt of financial grant (report should attach evidence of the progress of venture, e.g. pictures).

- f. Notify in writing and seek approval from the concerned offices (AMAS, AMADs) in case of any changes or delays due to force majeure, late release of the financial grants, etc., or any concerns affecting the implementation of the agribusiness venture;
- g. Ensure availability of documents and other information relevant to the monitoring and evaluation of the project;
- h. Shall participate to any related DA activities such as trainings and capacity building activities, KADIWA, local and international trade expositions;
- i. Misuse of the financial grant and non-compliance with the above undertakings will result in a return or refund of the unused grant amount to the DA. The DA YFC PMT will assess the enterprise implementation and examine the latest progress report, including the liquidation of expenses and the challenges encountered by the enterprise, to determine the misused amount. The amount shall be returned to the DA within sixty (60) days;
- j.
- k. **For individually managed enterprises**, ensure that the youth beneficiary will personally manage the agri-fishery enterprise during implementation. Should the DA determine that the awardee is merely a figurehead and the actual management is performed by others, the financial grant must be refunded/returned to the DA based on the assessment of the YFC PMT.
- l. **For group-managed enterprises**, inform the DA within five (5) working days if any of the enterprise group members are no longer connected with the enterprise. Replacement by the remaining active youth members of the group will continue the implementation of the project venture provided and all the funds granted will be fully utilized in accordance with the approved project venture. Should the enterprise fail to inform the DA of the said changes within five (5) working days from the change of circumstance, the unused grant amount must be refunded/returned to the DA based on the assessment of the YFC PMT.

### **Section 11. Release of Funds (Financial Grants)**

A Certificate of Award shall be issued by the DA Secretary for the NCR YFC UPSCALE Awardees and by the respective Regional Executive Directors for Regional YFC UPSCALE Awardees. The Certificate shall be co-signed by the Chair/Co-Chair of the Panel of Judges.

The fund release to the Awardees shall be supported by the following documents:

- a. Certificate of Award;
- b. Business Plan and Financial Report;
- c. Copy of Monitoring Report prepared by YFC PMT;
- d. Certified True Copy of DTI/SEC Registration/Business Permit, whichever is applicable;
- e. Certified True Copy of the Certificate of Good Standing issued by DA-AMAS in the case of NCR and DA-RFOs in the case of the region;

- f. Notarized Sworn Statement of the Awardees;
- g. Photocopy of the bank account to which the award will be deposited duly signed by the awardees. For awardees with group members with individual bank accounts, the group shall indicate in a Sworn Statement whose bank account they agreed to use for the purpose of receiving the financial grant; and
- h. A certified true copy of one (1) valid ID of the awardee/s.

## **Section 12. Business Development Services**

The Business Development Services (BDS) Assistance to the youth awardees shall be provided to further assist the agri-fishery enterprise operations of the YFC UPSCALE Awardees.

The BDS to be provided to YFC UPSCALE Awardees shall include: a) Training Programs and Assistance in Business and Product Registration and Certification; b) Mentoring Assistance; c) Market Linkage and Business Networking; and d) Monitoring and Enterprise Assessment.

## **Section 13. Data Privacy**

The information of the applicants and awardees shall adhere to the data privacy policies of the Department of Agriculture (DA) and the National Privacy Commission. All data and information received by the DA shall be kept secure and will not be shared with anyone except designated personnel who are authorized to process the information solely for the purpose of facilitating this competition. Additionally, the DA ensures that all handling and processing of personal information comply with existing laws and regulations to safeguard the privacy and rights of all individuals involved.

## **Section 14. Funding Source**

All expenses incurred in the conduct of the Program including the provision of a financial grant to awardees, honoraria, and/or token of the Panel of Judges, Panel of Coaches/ Mentors, and Resource Persons shall be charged against the Young Farmers Challenge Fund subject to existing government accounting and auditing rules and regulations. The basis for the computation of the honorarium of the Panel of Judges and Panel of Coaches shall be the Department of Budget and Management (DBM) Budget Circular No. 2007-1.

The DA-Central Office will release the financial grant to the declared five (5) YFC UPSCALE National Level Awardees.

## **Section 15. Supplementary Guideline**

The Regional Executive Directors (REDs) are hereby authorized to issue a supplementary guideline as deemed necessary to facilitate the orderly implementation of the program in their respective regions. However, supplementary guidelines shall be consistent with the provisions of this Memorandum Circular.

**Section 16. Repealing Clause**

All DA issuances, orders, rules and regulations, or parts thereof that are inconsistent with the provisions of this Memorandum Circular are hereby repealed or modified accordingly.

**Section 17. Separability Clause**

If any provisions under these guidelines are declared unlawful or unconstitutional, the other provisions not stated as such shall continue to be in full force and effect.

**Section 18. Termination Clause**

The DA shall turn-over the master list of the YFC UPSCALE awardees to the concerned Local Government Units (LGUs) one (1) year after the receipt of financial grant and submission of a terminal report. Once turned-over by the DA, the LGU is expected to undertake the monitoring and evaluation as well as the follow-through support to the continuity of the awardee's agribusiness enterprise. The YFC awardees may still avail of the other business development services of the Department should they be considered eligible.

The YFC UPSCALE enterprise will be considered/declared terminated when the operation is affected by the factors provided for under Section 18, Force Majeure of this guidelines.


**Section 19. Force Majeure**

Neither party will be held responsible for any delays or failures in carrying out these guidelines as long as they are caused by events or circumstances that are beyond their control, such as natural disasters, war, civil unrest, government actions, strikes, labor disputes, or difficulties in obtaining materials or transportation.

**Section 20. Effectivity**

These Guidelines shall take effect immediately upon publication in the DA Website and/or newspaper of general circulation, and its filing with the University of the Philippines Law Center - Office of the National Administrative Registrar.

Done this 20<sup>th</sup> day of DECEMBER, 2024.

  
**FRANCISCO P. TIU LAUREL JR.**  
Secretary



REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF AGRICULTURE



**ANNEX A. YFC UPSCALE PROGRAM IMPLEMENTATION TIMELINES**

<b>Particulars</b>	<b>Schedule</b>
Application	4th Quarter prior to the start of new Fiscal Year
Regional Level Competition	1st Quarter
National Level Competition	2 <sup>nd</sup> Quarter
Monitoring and Assessment of National Awardees	3 <sup>rd</sup> Quarter



**DEPARTMENT OF AGRICULTURE  
FY 2024 YOUNG FARMERS CHALLENGE UPSCALE PROGRAM**



**SCORESHEET**

Nature of Enterprise: \_\_\_\_\_  
 Agri-fishery Enterprise Name: \_\_\_\_\_  
 Location of the Existing Agri-fishery Enterprise: \_\_\_\_\_  
 Total Additional Capital Requirement: Equity: PhP \_\_\_\_\_ Loan: PhP \_\_\_\_\_  
 Return of Investment: \_\_\_\_\_  
 Total Net Profit up to date: \_\_\_\_\_

Name of Applicant/s	Address			
<b>CRITERIA FOR JUDGING</b>				
Main Criteria	Weight	Score	Equivalent	Comments / Remarks
<b>Creativity and business innovation.</b> The applicant/s shall exhibit business plans and pathways to reach new heights in product value, process improvement, productivity, marketing success, and internal harmony. They must also show continued dedication to creativity, and innovative ideas to achieve business growth.	20%		0%	
<b>Enterprise Performance</b> Based on the results of the enterprise monitoring by the YFC Regional and/or National Secretariat, the applicants must show that they were able to successfully implement their start-up enterprise that received a financial grant during the competition.	20%		0%	
<b>Social Responsibility</b> The enterprise is socially responsible as shown by: (a) its potential to scale up operations that can generate jobs for the community, (b) its contribution to the welfare of others such as household savings on consumers by offering quality but affordable agri-fishery commodities/products or services and (c) its promotion of environmental protection and conservation.	20%		0%	
<b>Business Viability</b> The additional capital to be received by the awardee shall be spent for the improvement and upscaling of the existing agri-enterprise. This can be assessed based on the submitted Business Plan, including the projected financial statements, and activity and financial plans.	20%		0%	
<b>Business Sustainability</b> The enterprise must show how to sustain its operations through the business continuity plan, which includes the risk and vulnerability assessment.	20%		0%	
<b>Total Score</b>	<b>100%</b>	<b>0</b>	<b>0%</b>	

SCORE SCALE OF VALUES	SCORE INTERPRETATION
95-100	Excellent
90-94	Very Satisfactory
85-89	Satisfactory
81-84	Needs Improvement
80 pts below	Failed

*Note: Each judge independently rates the applicant entries on a scale of 1-100. Passing score is 85%. The judge may choose to use decimal points (e.g., 87.5, 92.1) if the application's quality does not fall precisely on one of the abovementioned number values.*

**RATED BY:**

**NAME OF JUDGE**  
Designation