

**[ OWWA MEMORANDUM OF INSTRUCTIONS NO. 007, June 04, 2010 ]**

**CREATING AN EDUCATION AND LIVELIHOOD ASSISTANCE PROGRAM FOR DEPENDENTS OF DECEASED OFWS AND PRESCRIBING ITS IMPLEMENTING GUIDELINES**

**1.0 NATURE OF THE PROGRAM**

The Education and Livelihood Assistance Program (ELAP) is designed primarily for survivors of deceased OFWs who were active OWWA members at the time of death. It is a special benefit package intended to cover the continuous education of an eligible dependent, regardless of his/her present educational level, until after completion of tertiary education or a technical/vocational course of his/her preference, and/or the provision of a livelihood activity to surviving member of the family to augment their income.

**2.0 OBJECTIVE**

In general, the ELAP aims to fill the void resulting from the OFWs death and its impact on his/her family through the provision of financial assistance aimed to sustain the income capacity of the family and the assurance of continuous education of one eligible dependent.

**3.0 PROGRAM COMPONENT**

To achieve its objective, the Program shall be implemented under two (2) main components:

3.1 Educational Component – a provision of continuing access to subsidized education of a legal dependent to become productive member of the family.

This component shall cover schooling of eligible dependents from elementary to tertiary level of education or a technical/vocational courses.

3.2 Economic Component – a financial assistance to start/enhance or expand livelihood project or business to augment family income. The assistance shall be granted in the form of a vending cart with accessories and appropriate tools of the trade.

A minimum working capital for procurement of goods and materials shall likewise be provided. And if necessary, training on skills acquisition and/or entrepreneurship shall be offered at cost to the program.

**4.0 PROGRAM COVERAGE**

A deceased OFW shall be entitled to one (1) legal dependent under the Educational Component and one (1) beneficiary under the Economic Component.

#### 4.1 Educational Component.

##### A. Beneficiary

###### A.1 Legal dependent of an OWWA active member

- For purposes of this Program, an active member shall be defined as OWWA-registered member who has a valid membership at the time of death or whose membership had expired for not more than six (6) months from the time of death.

###### A.2 The following are considered OFW legal dependents:

A.2.1 The eldest child (natural or adopted) of married OFWs/ single OFWs;

A.2.2 The eldest brother or sister (half or full-blood) of single/ childless married OFWs.

A.2.3 In case the eldest dependent is not available, the selection of the beneficiary to the program shall be in descending order.

###### A.3 Qualifications of a legal dependent:

A.3.1 Single, not more than 21 years old, at the time of application.

- A dependent who is more than 21 years of age may be allowed to enroll in college if he/she has been identified as the prospective family bread winner and possesses other program qualifications.

A.3.2. Physically, mentally and morally fit.

A.3.3 Currently enrolled in either primary, secondary, tertiary or technical/vocational education;

A.3.4 A high school graduate who shall pursue tertiary or technical/vocational education;

A.3.5 For eligible dependents enrolled at the pre-school level, the program shall start covering their enrollment only upon entering grade school and onwards;

A.3.6 For eligible dependents currently in grade school and high school, the program shall cover their enrollment from the current grade they are in

until they finish Tertiary Education or Technical Vocational Courses of their choice.;

A.3.7 The same is true and applies for dependents who are enrolled in college or technical/vocational education. i.e. that they shall be covered from the current grade/year they are in until they graduate from their respective courses.

A.3.8 Dependents who are enrolled in technical/vocational courses and had manifested the intention to proceed to tertiary education may be allowed provided they meet other ELAP qualification / eligibility requirements.

#### 4.2 Economic Component

##### A. Beneficiary

Any of the following members of the family shall be qualified:

A.1 Surviving spouse/child (natural or adopted) of married/single OFW.

A.2 Surviving parent/brother/sister of single/childless married OFW.

##### A.3 Qualifications of surviving member of family:

- Must be willing to take the responsibility to support the family;
- Must have shown interest in putting up livelihood project;
- Must be open to training and/or upgrading of entrepreneurial or business skills;
- Must be physically and mentally capable; and
- If the intended dependent-beneficiary is neither the spouse nor the parent of the deceased OFW, the designated beneficiary shall be confirmed by either party as identified under A.1 and A.2

#### 5.0 PROGRAM ENTITLEMENT AND GUIDELINES

##### 5.1 Education Component

5.1.1 Each deceased OFW is entitled to only one (1) beneficiary for each component;

5.1.2 Eligible OFWs who are previous availed of the EDSP, OFWDSP and the CMWSP are no longer qualified under the ELAP;

5.1.3 All selected beneficiaries/grantees shall be entitled to the following:

5.1.3.1 A subsidized schooling from elementary to tertiary level of education or to any technical/vocational courses of their choice.

5.1.3.2 Financial assistance as follows:

- Php 5,000.00/year for grade school;
- Php 8,000.00/year for high school;  
and
- Php 5,000.00/semester/term or  
Php10,000.00 per year for college or  
technical/vocational course.

5.1.3.3 A group accident insurance coverage of Php100,000.00 per grantee for all beneficiaries enrolled in college.

5.1.4 The financial assistance shall only be released annually, preferably on or before the enrollment period. There shall be no summer class/term disbursement of funds;

5.1.5 The actual amount of tuition fee shall be paid directly to the school; the remaining balance, if any, shall be released to the grantee for his/her other academic expenses. This applies only to primary, secondary and tertiary education where enrollment is either on a regular semester/term or School Year basis only;

- Enrollees to technical/vocational courses are entitled to actual cost of tuition fee but not to exceed the maximum amount of Php 10,000.00/course.

5.1.6 If the tuition fee, however, is more than the financial assistance, the grantee's family shall shoulder the difference;

5.1.7 The grantee, together with his parent/guardian, must sign a Scholarship Agreement with OWWA which they must abide and comply with during the duration of the scholarship grant. The Agreement shall include OWWA's general rules and regulations on how to maintain the scholarship;

5.1.8 While the grantee is not required to undergo any qualifying examinations under the Program, new entrants must pass the entrance requirements of their chosen school as pre-condition for admission to the Program;

5.1.9 Upon enrolment, the grantees shall be required to maintain the school's academic standards, if there are any, for continued availment of the educational benefit.