



Republika ng Pilipinas.

Kagawaran ng Edukasyon

REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

July 18, 2025

DIVISION MEMORANDUM

No. 031 2025

**CALL FOR SUBMISSION OF APPLICATION FORM FOR THE THEATER ARTS
WORKSHOP SPONSORED BY THE CATANDUANES CENTER FOR
PERFORMING ARTS, INC. (CCPA)**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
CID and SGOD Personnel
Elementary and Secondary School Heads
All Others Concerned

1. This memorandum disseminates the invitation form from the Catanduanes Center for Performing Arts, Inc. (CCPA) regarding the conduct of a **Free Theatre Arts Workshop** exclusively for interested schools districts within the Schools Division of Catanduanes.
2. This workshop is specially designed for teachers, theatre enthusiasts, trainers, coaches, and students.
3. The objectives of the workshop are the following:
 - a. To foster confidence, enhance self-expression, and develop communication skills through exploration of the Stanislavski School of Acting, promoting critical thinking, creative collaboration and self-discipline.
 - b. To equip teacher-coaches with internationally recognized acting methods and scene study techniques, enabling them to effectively guide students in practical performance work.
 - c. To provide participants with a comprehensive understanding of truthful behavior and the art of storytelling through performance, emphasizing the development of real emotion and practical application.
4. District Responsibilities:
 - Provide a suitable venue with necessary facilities (e.g., projector, screen).
 - Ensure the workshop hall is spacious enough for expected participants.
 - Coordinate with schools on participant arrangement.
 - Advise participants to bring their own packed lunch, snacks, and drinks for both days.
 - Assign a district focal person to coordinate with CCPA for scheduling, responsibilities, and formal agreements.
5. Application Process:
 - a. All interested school districts are hereby instructed to organize and submit the application form attached in this memorandum.



San Roque, Virac, Catanduanes

052-8114036 / 09623505374

catanduanes@deped.gov.ph

www.depedrovcatanduanes.com / www.catanduanes.deped.gov.ph



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- b. The application form must be submitted directly to Schools Division Office – Curriculum Implementation Division as soon as possible.
 - c. Please ensure a smooth registration process.
6. The grant of the program shall be on a **first come, first serve** basis.
7. Attached in this memorandum are the program mechanics, registration form and draft of memorandum of agreement for your reference.
8. For inquiries and additional information please contact the Catanduanes Center for Performing Arts, Inc. through Facebook group or directly coordinate with the designated program coordinator, **Frankie T. Turalde**, EPS, MAPEH.
9. For information, guidance and compliance.

MA. JEANY T. ABAYON
Assistant Schools Division Superintendent
OIC, Schools Division Superintendent

CID/ft
07/18/2025



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THEATRE ARTS WORKSHOP GRANT

For Three (3) Schools District of Catanduanes

CATANDUANES CENTER FOR PERFORMING ARTS, INC.

10 Blk 3 • St. John Village • Calatagan Tibang • Virac • Catanduanes
Tel: 0917 144 1062 • Email: calcenpa@gmail.com
SEC REG. NO.: 2024110176369-12



THEATRE ARTS WORKSHOP GRANT FOR 3 SCHOOL DISTRICTS OF CATANDUANES Information Sheet

About the Program

The Catanduanes Center for Performing Arts, Inc. (CCPA) is pleased to offer a **FREE Theatre Arts Workshop 1: Basic Acting and Theatre Arts Workshop 2: Advanced Acting**, exclusively for interested school districts within Catanduanes. These foundational training courses are specially designed for teachers, theatre enthusiasts, trainers, coaches, and students. **No prior theatre experience is required.**

Workshop Schedule

- **Duration:** 2 full days of intensive, hands-on training.
- **Daily Time:**
 - 8:00 AM – 12:00 PM — Morning Sessions
 - 12:00 PM – 1:00 PM — Lunch Break
 - 1:00 PM – 5:00 PM — Afternoon Sessions
- **Dates:** The specific days and dates for the workshop shall be decided by the participating District in consultation with CCPA.
- **Participants:** Each District may invite as many participating public high schools as they wish within their area.

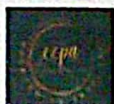
Benefits of the Workshops

For Children/Students

Students will gain confidence, self-expression, and communication skills by exploring the **Stanislavski School of Acting**, which emphasizes real emotion, truthful behavior, and the art of storytelling through performance. This experience helps children think critically, collaborate creatively, and grow in self-discipline.

For Coaches and Teachers

Teacher-coaches will be trained in internationally recognized acting methods and scene study techniques. They will learn how to guide students in practical performance work and help



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develop their schools' own theatre groups—empowering sustainable theatre education for future productions and competitions.

For the School Community

By nurturing theatre in schools, this program contributes to building a vibrant culture of arts on the island. Schools benefit from heightened student engagement, improved presentation skills across subjects, and the capacity to stage original productions that reflect local stories and values.

District Responsibilities

- Provide a suitable venue with necessary facilities (e.g., projector, screen).
- Ensure the workshop hall is spacious enough for expected participants.
- Coordinate with schools on participant arrangements.
- Advise participants to bring their own packed lunch, snacks, and drinks for both days.
- Assign a district supervisor to coordinate with CCPA for scheduling, responsibilities, and formal agreements.

CCPA Commitments

CCPA will provide expert trainers and facilitators, training materials, and workshop certificates. Our goal is to equip teachers and students to produce quality performances and develop a love for the dramatic arts.

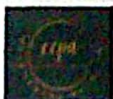
Next Steps

To arrange a workshop for your district, please contact the **Catanduanes Center for Performing Arts, Inc.** through our Facebook Group or directly coordinate with our designated program Coordinators: **Mrs. Anelyn R. Gianan** and **Miss Emmalyn B. Baltar**.

Together, let us cultivate young minds, build confident storytellers, and strengthen theatre culture across our schools.

For inquiries and bookings:

- Message us at **Catanduanes Center for Performing Arts Facebook Group**



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CATANDUANES CENTER FOR PERFORMING ARTS, INC.

10 Blk 3 • St. John Village • Calatagan Tibang • Virac • Catanduanes

Tel: 0917 144 1062 • Email: calcenpa@gmail.com

SEC REG. NO.: 2024110176369-12



DISTRICT APPLICATION FORM

Theatre Arts 1 & 2 Workshops

A. DISTRICT INFORMATION

- Name of District: _____
- District Supervisor Name: _____
- Position/Designation: _____
- Contact Number: _____
- Email Address: _____
- Mailing Address: _____

B. PROPOSED WORKSHOP SCHEDULE

- Preferred Dates: _____
- Proposed Venue: _____
 - Address: _____
 - Capacity: _____
- Available Facilities (✓):
 - ☐ Projector & Screen
 - ☐ Workshop Hall/Studio
 - ☐ Sound System or Portable Speaker
 - ☐ Other: _____

C. PARTICIPATING SCHOOLS

No.	Name of School	School Head	No. of Teachers	No. of Students	Total Participants
1					
2					
3					
4					
5					

(Attach additional sheet if needed)



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D. POINT PERSON/COORDINATOR PER SCHOOL

School Name : _____
Name of Coordinator : _____
Position : _____
Contact Number : _____
Email : _____

E. DECLARATION AND AGREEMENT (please check)

- ☐ I confirm that the district shall provide the venue and required facilities for the workshop.
- ☐ I understand that participants shall bring their own packed lunch, snacks, and drinks for the entire workshop.
- ☐ I agree that our designated district supervisor/representative will coordinate with CCPA to finalize the workshop details.
- ☐ Commit to share this opportunity with all high schools within the district.

F. AUTHORIZED SIGNATORY

Name: _____
Designation: _____
Signature: _____
Date: _____

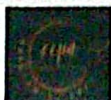
SUBMISSION

Please email the completed application form to:

catcenpa@gmail.com

📞 For inquiries, contact: Annelyn R. Gianan/David L. Templonuevo, Jr. on Messenger

✉️ Or message us through the Catanduanes Center for Performing Arts Facebook Group.



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MEMORANDUM OF UNDERSTANDING

Between

Catanduanes Center for Performing Arts, Inc. (CCPA)

and

Name of District : _____

Schools District Supervisor : _____

This MEMORANDUM OF AGREEMENT (MOA) is entered into this ____ day of _____, 2025, by and between:

The Catanduanes Center for Performing Arts, Inc. (CCPA), a non-stock, non-profit corporation duly registered with the Securities and Exchange Commission with principal office at 10 Blk 3, St. John Village, Calatagan Tibang, Virac, Catanduanes, represented herein by its Chief Executive Officer, **Mr. David L. Templonuevo Jr.**, hereinafter referred to as "CCPA",

— and —

Name of District, Schools District Office, represented by

[Name of District Supervisor] _____, duly

appointed Schools District Supervisor of [Name of District] _____

_____, Department of Education – Schools Division of Catanduanes, hereinafter referred to as "The DISTRICT".

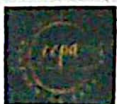
WHEREAS:

1. CCPA is dedicated to its mission of promoting culture and the arts throughout Catanduanes by providing high-quality, accessible training and creative opportunities to young people through theatre arts.
2. The **DISTRICT** recognizes the role of co-curricular activities such as theatre arts workshops in enriching students' creativity, confidence, cultural appreciation, and performance skills.
3. Both parties agree to conduct a **FREE 2-Day Weekend Theatre Arts Workshop** for selected students within the District.

NOW, THEREFORE, both parties agree as follows:

1. SCOPE OF THE WORKSHOP

CCPA shall conduct a **FREE 2-Day Theatre Arts Workshops 1 & 2**, totaling 16 contact hours, with the following detailed schedule:



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👉 DAY 1

- **8:00 AM – 12:00 PM: Theatre Arts 1: Basic Acting Technique**
 - Stanislavski System
 - Units and Objectives
- **12:00 PM – 1:00 PM: Lunch Break**
- **1:00 PM – 3:00 PM: Basic Acting Workshops** (Exercises, scene study, group practice)
- **3:00 PM – 5:00 PM: Theatre Arts 2: Advanced Acting**
 - 8 Basic Efforts
 - Principles of Acting (4th Wall, Don't Show Me, Follow-through, Holding Back, Subtext)

👉 DAY 2

- **8:00 AM – 10:00 AM: Direct Action** (Actor's tools and movement)
- **10:00 AM – 12:00 PM: Advanced Acting Workshops** (Scene runs, feedback, practice)
- **12:00 PM – 1:00 PM: Lunch Break**
- **1:00 PM – 3:00 PM: Mounting the Play** (*Piot na Lawod* scene blocking, technical run-throughs)
- **3:00 PM – 5:00 PM: Group Presentations & Awarding of Certificates**

2. ROLES & RESPONSIBILITIES

CCPA shall:

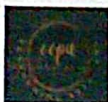
- Develop and deliver all workshop sessions and activities.
- Facilitate participant application, selection, and orientation.
- Provide experienced facilitators, printed workshop guides, and scene study materials.
- Supervise rehearsals and the final group presentations.
- Prepare certificates of participation for all participants.

The DISTRICT shall:

- Endorse students and secure parental/guardian consent forms.
- Provide the venue with appropriate space for workshops, rehearsals, and presentations.
- Assist with logistics, chairs, props, and sound equipment as needed.
- Monitor student attendance and ensure compliance with house rules.

3. TERMS OF IMPLEMENTATION

- a. This project is **free of charge** for all participants as part of CCPA's community arts outreach.



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- b. The final workshop dates shall be mutually agreed upon as stipulated in the approved application form as an annex.
- c. Any revisions to the workshop flow shall be agreed upon in writing.

4. MONITORING & EVALUATION

- CCPA and the DISTRICT shall jointly monitor implementation and gather feedback from participants.
- Photo and video documentation will be kept for reporting and record-keeping.
- An evaluation report shall be submitted by CCPA to the District Supervisor.

5. EFFECTIVITY

This MOA shall take effect upon signing by both parties and shall remain valid until the successful completion of the **2-Day Weekend Theatre Arts Workshops**, unless otherwise terminated by mutual consent.

IN WITNESS WHEREOF, the parties have hereunto set their hands this ____ day of _____, 2025, at _____, Catanduanes.

For CATANDUANES CENTER FOR PERFORMING ARTS, INC.

By:

Mr. David L. Templonuevo Jr.
Chief Executive Officer

For [NAME OF DISTRICT] SCHOOLS DISTRICT OFFICE

By:

[Name of District Supervisor]
Schools District Supervisor

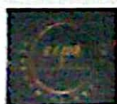


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✓ CTIVITY PROGRAM

Catanduanes Center for Performing Arts, Inc. (CCPA)
FREE 2-Day Weekend Theatre Arts Workshop 1 & 2
Activity Program

Day & Time	Activity	Details
Day 1 (Saturday)		
8:00 AM – 12:00 PM	Theatre Arts 1: Basic Acting Technique	Stanislavski System, Units and Objectives
12:00 PM – 1:00 PM	Lunch Break	
1:00 PM – 3:00 PM	Basic Acting Workshops	Exercises, Scene Study, Group Practice
3:00 PM – 5:00 PM	Theatre Arts 2: Advanced Acting	8 Basic Efforts, Principles of Acting
Day 2 (Sunday)		
8:00 AM – 10:00 AM	Direct Action	Actor's Tools, Movement
10:00 AM – 12:00 PM	Advanced Acting Workshops	Scene runs, feedback, practice
12:00 PM – 1:00 PM	Lunch Break	
1:00 PM – 3:00 PM	Mounting the Play	<i>Piot na Lawod</i> blocking, technical run-throughs
3:00 PM – 5:00 PM	Group Presentations & Awarding of Certificates	Presentation of scenes & certificates



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Mission

The Catanduanes Center for Performing Arts (CCPA), Inc. is dedicated to nurturing a vibrant and dynamic artistic community that fosters creativity, excellence, and cultural identity. Rooted in the rich traditions of the Philippines and inspired by global artistic expressions, CCPA provides high-quality training, performances, and educational programs in music, theatre, dance, and the arts.

We strive to:

1. **Ignite Passion** – Cultivate artistic talent and appreciation among individuals of all ages, inspiring them to explore and express their creativity.
2. **Inspire Youth** – Provide opportunities for young artists to develop their skills, build confidence, and pursue careers in the performing arts.
3. **Shape the Future** – Serve as a catalyst for cultural enrichment and community development, using the arts to educate, empower, and unify.

Through collaboration, innovation, and dedication to artistic excellence, CCPA upholds its commitment to spreading truth, goodness, and beauty through the performing arts, ensuring that culture and creativity thrive for generations to come.



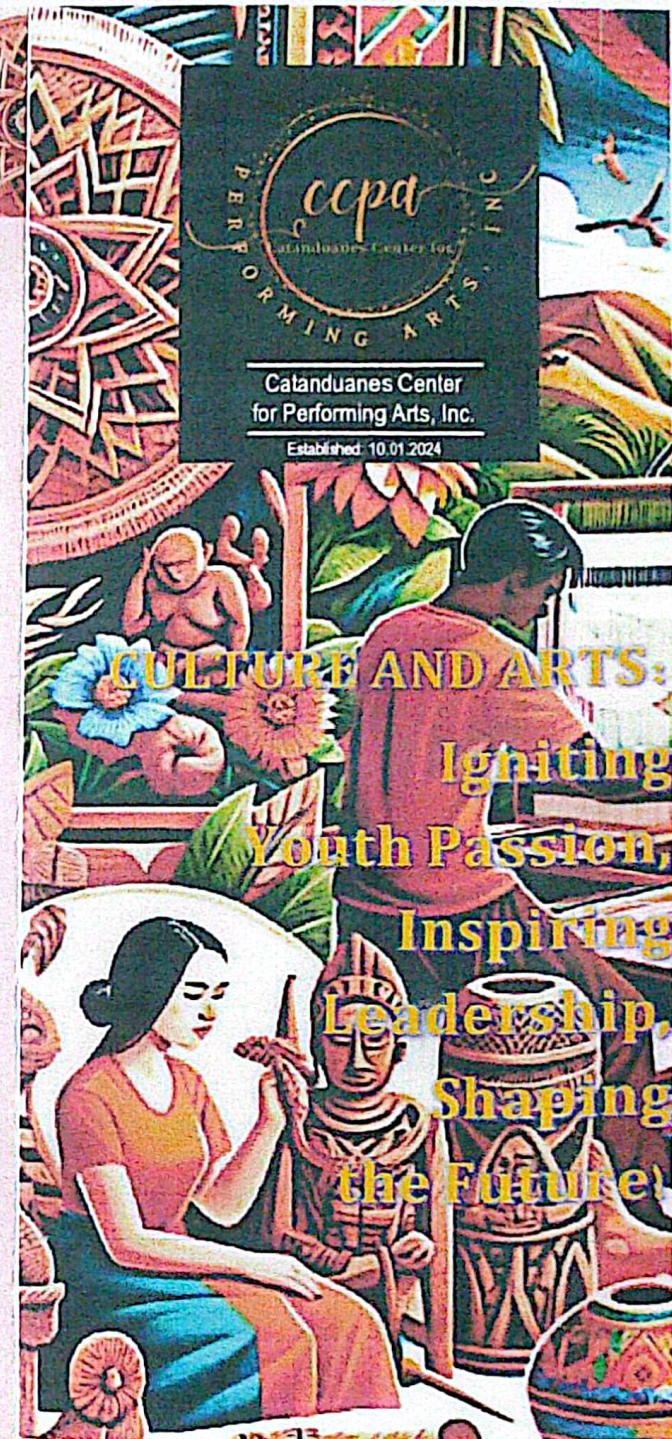
Vision

The Catanduanes Center for Performing Arts (CCPA), Inc. envisions a thriving and inclusive artistic community where culture and creativity flourish, empowering individuals to transform society through the performing arts.

We aspire to:

- Be the **premier hub** for performing arts education, training, and excellence in Catanduanes and beyond.
- Cultivate a **dynamic and innovative arts scene** that preserves Filipino heritage while embracing global artistic expressions.
- Inspire and equip the **next generation of artists, educators, and cultural leaders** to contribute meaningfully to society.
- Use the arts as a **powerful medium for education, advocacy, and social transformation**, promoting values of truth, goodness, and beauty.

With a steadfast commitment to artistic integrity, inclusivity, and community engagement, CCPA seeks to elevate the cultural landscape of the province and become a beacon of creativity, passion, and excellence in the performing arts.



CCPA's Triumvirate for Artistic Excellence

At the Catanduanes Center for Performing Arts (CCPA), our pursuit of artistic excellence is driven by three foundational pillars that nurture talent, empower educators, and provide opportunities for artistic expression. These pillars shape our programs and initiatives, ensuring a thriving performing arts community.

1. Youth Artistic Development and Training Program

- Foster young talent through structured training in music, theatre, dance, and the performing arts.
- Provide mentorship and skill-building workshops to develop well-rounded, confident artists.
- Ensure accessibility by reaching diverse youth communities, including underprivileged and aspiring artists.

2. Trainers' Training and Professional Development

- Equip educators, mentors, and trainers with advanced pedagogical skills in performing arts education.
- Offer certification programs, masterclasses, and continuous learning opportunities for artistic instructors.
- Establish a network of trained professionals committed to upholding excellence in arts education.

3. Providing Platforms for Artistic Expression

- Create performance opportunities through concerts, recitals, theatre productions, and dance showcases.

- Encourage original and innovative works and celebrate Filipino heritage and contemporary artistry.
- Engage with local, national, and international platforms to showcase talent and build artistic careers.

Through this **Triumvirate for Artistic Excellence**, CCPA remains committed to igniting passion, inspiring youth, and shaping the future by nurturing talent, empowering educators, and fostering a vibrant artistic community.

CCPA Exists for Catandunganons

The Catanduanes Center for Performing Arts (CCPA) is dedicated to nurturing and empowering Catandunganons through the performing arts. Our mission is rooted in the belief that the arts are essential for cultural preservation, personal growth, and community development.

We do what we do because:

1. **Catandunganons Have Great Talent and Potential** – We provide training and opportunities to develop and showcase local artistic talent.
2. **Cultural Heritage Must Be Preserved** – Through music, theatre, and dance, we celebrate and sustain our rich traditions.
3. **The Arts Transform Lives** – Creativity builds confidence, discipline, and social awareness, shaping well-rounded individuals.
4. **Youth Deserve Opportunities** – We offer scholarships, workshops, and platforms to help young artists reach their full potential.
5. **A Thriving Arts Community Needs Sustainability** – By training both artists and educators, we ensure long-term artistic excellence in Catanduanes.

At CCPA, we ignite passion, inspire youth, and shape the future, ensuring that the performing arts remain a dynamic force for progress in Catanduanes.



CATANDUANES CENTER FOR PERFORMING ARTS, INC.
10 Bldg 3, St. John Village Calatagan Tibang, Virac, Catanduanes
Tel: 0917 144 1062 • Email: catcnpa@gmail.com
SEC Reg. No.: 2024110176369-12

CCPA AT-A-GLANCE

Established: October 1, 2024
Founder: Dave L. Templonuevo, Jr.
SEC Incorporated: November 8, 2024

Incorporators:

David L. Templonuevo, Jr. Anelyn R. Ganan
Noel Fundales Lito D. Zafe
Maria Chatita L. Lorenzana

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Anelyn R. Ganan
Secretary/Treasurer

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Chairman, Finance Committee Chairman, Marketing Committee

Lito D. Zafe David L. Templonuevo, Jr.
Chairman, Program Committee Chairman, Executive Committee

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