

*please don't change font-style and size.

Name of external collaborating unit or agency		Address			
4. Activity/Project duration and location					
Expected Date to Start	Expected Dater to Finish		Location		
5. Proposed Activity/Project funding					
Particulars	UI	GAA	SSU Total	External*	Total
Personnel Services (PS)					
Maintenance and Other Operating Expenses (MOOE)					
Capital Outlay					
Sub Total					
<i>*Write also source of external fund, say DOST-PCAARD or LGU of __. For researches without funding write the equivalent cost in conducting the research (i.e. time spent in doing the research during office hours multiplied with your hourly rate is equivalent cost for PS; equivalent rental cost for using office space and equipment like computers as well as laboratory fees if experiments were conducted by external laboratories are examples of MOOE cost)</i>					
B. TECHNICAL DESCRIPTION					
1. Rationale/Introduction (emphasized how the proposal addresses the attainment of MDGs, other governments' targets like the Ambisyon Natin 2040, GAD issues, SSU Strategic Targets, etc.)					
2. Session/Activity Plan					
a. Activity 1*: Title Title Title					
Activity Objectives					
Activity Beneficiaries:					
Time/Day	Specific Activities	Lead Person & other Persons involved		No. of Hours of Engagement	

*please don't change font-style and size.

b. Activity 2*: Title2 Title2 Title2						
Activity Objectives						
Activity Beneficiaries :						
Time/Day	Specific Activities	Lead Person & other Persons involved	No. of Hours of Engagement			
*Add new set of activities if proposal is a project and has several activities. Delete Activity 2 if proposal is for one activity only						
3. Work and Financial Plan (WFP)						
Year 1: 2021						
Activities	Schedule/Cost in PhP ('000)*					Persons Involved
	Q1	Q2	Q3	Q4	Total**	
1.						
2.						
3.						
4.						
Total**						
*fill in the cells with the amount needed per quarter. You can only do this if you have clear timelines of activities and listed all potential expenses per activity. Make sure the requested fund was carefully planned out to avoid delays. Fund requests require BOR approval and the board meets only every quarter. Poor financial plan may result in serious consequences such as non-deliverable of target as scheduled. Provide a new set of layers for succeeding years. ** Total costs must jive with the listed budgetary requirements at cell 5.						
4. References						

*please don't change font-style and size.

Doe, J. D., & Dame, M. D. (2021). The New Normal Today. <i>Samar Journal of Science</i> , 3(2), 25–29. https://doi.org/10.1016/j.landusepol.2021.105280	
List all references used in formulating the proposal. Use APA format of citation	
C. EXPECTED PPA OUTPUTS*	
a. Publication/s	
b. Patents	
c. Products	
d. People Services	
e. Policies	
f. Partnerships	
* List down potential outputs that can be derived from the submitted research. Write NA of none.	
D. POTENTIAL PPA OUTPUTS IMPLICATIONS*	
a. SDGS	
b. GAD	2
c. SSU Strategic Goals	
d. Other Prevailing Government Targets (i.e Ambisyon Natin 2040)	
Refer to the millennium development goals (MDGs) and their corresponding targets for Region 8 or for Samar if available. GAD related issues that the program will solve directly or indirectly can be identified. Be aware also of SSU Strategic Goals and expound how the said program can help attain it.	
E. ENDORSEMENTS/APPROVAL	
To be filled-up by the proponents:	
Submitted by:	College Endorsement: NAME LAST NAME R&E Coordinator College/Campus:



*please don't change font-style and size.

<u>NAME LAST NAME</u> Proponents Name and Signature Designation: Date:		Date:
Endorsed by: * <u>NAME LAST NAME</u> R&E Center Director Center: Date:	Endorsed by: <u>NAME LAST NAME</u> Dean/Campus Director College/Campus: Date:	
Funds Allocation: <u>MARICAR C. CABAEI</u> Budget Officer III Date:	Funds Availability: <u>JOSE M. PANGANORON, CPA</u> CAO-FS/OIC-Accountant III Date:	
*Signature not needed when proposal is for IHR or review purposes only. After addressing all concerns during IHR/review process and PPA is endorsed for implementation, endorsement of College/Center and Availability of Funds are needed.		
Recommending Approval:		
<u>NAME LAST NAME</u> Executive Director Date:	<u>RONALD L. ORALE, Ph.D.</u> VP for R&E Services Date:	
Approved: MARILYN D. CARDOSO, Ph.D. University President		