



Republic of the Philippines  
**CAVITE STATE UNIVERSITY**  
Imus Campus  
Student Development Services  
**CENTRAL STUDENT GOVERNMENT**  
csg.imus@cvsu.edu.ph



08 October 2025

**DR. ARMI GRACE B. DESINGAÑO**  
OIC, Office of the Campus Administrator  
This Campus

Dear Dr. Desingano,

Greetings!

I hope this message finds you well.

On behalf of the Central Student Government, we would like to seek your approval for the production of **SLTP T-shirts** as part of our upcoming event, the annual **Student Leadership Training Program** which is on **October 22-23, 2025 (Wednesday and Thursday)**.

The said proposal aims to provide the students with a sense of shared identity as student leaders symbolizing conformity and discipline. Furthermore, the proposed project outlines the production plan, budgetary requirements and the rationale behind the proposal.

Upon approval, we will move forward with the production plan of the project which includes creating the design, communicating with producers, and selling the said product to the student leaders. It is important to note that buying the t-shirt is not mandatory for the student leaders, however, they are encouraged to do so.

We are humbly seeking your approval and support as we work on this project. With that being said, we look forward to your positive response and continued support.

Best regards,


**NATHANIEL R. GIL**  
CSG President



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### PROJECT PROPOSAL

<b>PROJECT TITLE</b>	<b>SLTP T-shirt</b>
<b>DATE AND VENUE</b>	October 22-23, 2025
<b>PROJECT HEAD</b>	<b>Nathaniel R. Gil</b> CSG President
<b>RATIONALE/ OBJECTIVES</b>	<ul style="list-style-type: none"> <li>Promote a sense of shared identity among student leaders.</li> <li>To symbolize conformity and discipline among student leaders.</li> </ul>
<b>TARGET PARTICIPANTS</b>	Appointed/Elected Cavite State University Imus-Campus student leaders for the academic year 2025-26
<b>MECHANICS</b>	<ol style="list-style-type: none"> <li>The SLTP Shirt will be designed by the Central Student Government's PRO and creatives committee;</li> <li>And will be voted by each organization, the winning design will be the one to be used for the SLTP shirt.</li> <li>The shirt will only consist of front design:</li> </ol> <div style="text-align: center;"> <p>4</p>  </div> <ol style="list-style-type: none"> <li>The orders will be collected until September 25, 2025</li> </ol>

BUDGETARY REQUIREMENT	ITEM	QTY.	UNIT PRICE	TOTAL PRICE
				₱ 0,000.00
	GRAND TOTAL:			₱ 0,000.00
SOURCE OF FUND	Pre-order Payment			
EXPECTED OUTPUT	To promote unity and belongingness during the activity.			

Prepared by:

**DANIEL D. CAMACLANG**  
CSG Secretary

Checked by:

**NATHANIEL R. GIL**  
CSG President

Recommending Approval:

**DR. ALFE M. SOLUNA**  
CSG Adviser

**ARMAND G. ATON, Ph.D**  
SDS Coordinator

**KAREN M. TILAN, MAEd**  
OSAS Coordinator

Approved by:

**ARMY GRACE B. DESINGAÑO Ph.D**  
Campus Administrator **10/13/25**