|  |
| --- |
| 1. Title of Activity: {{ title\_of\_activity }}   Schedule / Venue: {{ schedule\_date }} / {{ venue }} |
| 1. Rationale:   {{ rationale }} |
| 1. Objectives:   {{ objectives }} |
| 1. Contents / Subject Matter:   {%p for session in sessions %}  Session {{ session.order }}: {{ session.content }}  {%p endfor %} |
| 1. Methodology / Process:   {{ methodology }} |
| 1. Participants:   {{ participants }} |
| 1. Resource Persons and Facilitators:   {{ resource\_persons }} |
| 1. Materials Needed:   {{ materials\_needed }} |
| 1. Budget Allocation:   Source of Fund: {{ source\_of\_fund\_display }}  Total Amount: ₱{{ total\_amount }} |
| 1. Training Evaluation and Final Outcomes:   {{ evaluation\_plan }} |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Prepared by: |  | Funds Available: |  | Recommending Approval: |
| {{ requested\_by\_name }}  <Position>  Date:  \_\_{{ date\_prepared }}\_\_ |  | <Name & Signature>  <Position>  Date: \_\_\_\_\_\_\_\_\_\_ |  | <Name & Signature>  <Position>  Date: \_\_\_\_\_\_\_\_\_\_ |
| Approved by: | | | | |
| Campus Level: |  | Remarks: | | |
| <Name & Signature>  <Position>  Date: \_\_\_\_\_\_\_\_\_\_ |
| University Level: |  | Remarks: | | |
| <Name & Signature>  <Position>  Date: \_\_\_\_\_\_\_\_\_\_ |