



Republic of the Philippines
CAVITE STATE UNIVERSITY
Imus, Cavite



Student Development Services
CENTRAL STUDENT GOVERNMENT
csg.organization@cvsu.edu.ph

Date: November 27, 2024

AMELIA ROBERTS

Campus Administrator
This Campus

Dear Ms. Roberts,

Greetings!

I hope this letter finds you well. On behalf of the **Student Organization for Development (ORD)**, I would like to propose an engaging activity aimed at enhancing leadership skills and teamwork among our student members. This workshop is intended to foster a stronger sense of community, collaboration, and leadership within the student body.

Activity Details:

- **Activity Name:** Team Building and Leadership Workshop
- **Date and Time:** December 15, 2024, from 9:00 AM to 3:00 PM
- **Location:** University Auditorium, Greenfield University
- **Target Participants:** All active members of the Student Organization for Development
- **Objective:** The primary goal of this workshop is to provide students with opportunities to develop leadership skills, improve communication, and strengthen teamwork through a series of interactive activities and team challenges.
- **Description:** The workshop will include keynote sessions on effective leadership, team exercises, problem-solving activities, and a group discussion panel with guest speakers. The event will conclude with a friendly competition designed to apply the skills learned throughout the day.



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ACTIVITY PROPOSAL

ACTIVITY TITLE:	Team Building and Leadership Workshop		
DATE AND VENUE:	December 15, 2024, from 9:00 AM to 3:00 PM at University Auditorium, Greenfield University		
ACTIVITY HEAD:	CSG President		
ACTIVITY OBJECTIVE:	<p>The primary goal of this workshop is to provide students with opportunities to develop</p> <ul style="list-style-type: none"> • leadership • skills, • improve communication, and • strengthen teamwork <p>through a series of interactive activities and team challenges.</p>		
TARGET PARTICIPANTS:	University Auditorium, Greenfield University		
MECHANICS:	he workshop will include keynote sessions on effective leadership, team exercises, problem solving activities, and a group discussion panel with guest speakers.		
BUDGETARY REQUIREMENT:	Item	Qty	Estimated Cost
	Venue Rental	1	200
	Snacks	7	300
	Guest Speaker Fee	2	400
	Total Estimated Cost		<u>800</u>
SOURCE OF FUNDS:	CSG Funds		

EXPECTED OUTPUT:	The workshop will include keynote sessions on effective leadership, team exercises, problem-solving activities, and a group discussion panel with guest speakers.
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Prepared by

LORENZO CONTADOR

ORG Secretary

Checked by

JERIC MATHEW VELORIA

ORG President