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I

PROJECT TITLE

:

II

PROPONENTS

:

(First Name, M.I., Family Name)

Role

III

DURATION

:

IV

VENUE

:

V

CO-SPONSOR

:

VI

TARGET GROUP

:

VII

JUSTIFICATION

:

VIII

OBJECTIVES

:

IX

DESCRIPTION

:

X

RESOURCE NEEDED

:

a.

Manpower/Staff

(First Name, M.I., Family Name)

(Designation/Role)

(Job Description/Function)

(First Name, M.I., Family Name)

(Designation/Role)


(Job Description/Function)

(First Name, M.I., Family Name)

(Designation/Role)

(Job Description/Function)


Transaction ID	
Signature	

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b. **Budgetary Requirements**

Qty	Description	Units	Unit cost	Total Cost
-----	-------------	-------	-----------	------------

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Signature	

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**XI PROGRAM SPECIFICS :** (Detailed Scheduled Activities)

- **Planning**

Date

Name of Person Involved

- **Coordination with officials in the target area**

Date

Name of Person Involved

- **Drafting and Submission of Project Proposal**

Date

Name of Person Involved

- **Review and Approval of the Proposed Project**

Date

Name of Person Involved

- **Canvass and Procurement of Supplies and Materials**

Date

Name of Person Involved

- **Preparation for Deployment/Implementation**

Date


Name of Person Involved

- **Implementation Proper**

Date

Name of Person Involved

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### Gantt Chart

Activities	Duration											
	1	2	3	4	5	6	7	8	9	10	11	12

Submitted by:

\_\_\_\_\_  
Name of Proponent(s) below the signature  
Department/Unit


\_\_\_\_\_  
Name of Proponent(s) below the signature  
Department/Unit

Noted by:

\_\_\_\_\_  
**MA.VICTORIA M. CAMENTO**  
Head, Extension Services

\_\_\_\_\_  
**LAARNIE D. MACAPAGAL, DMS**  
Assist. Director, R & E

Transaction ID	
Signature	

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Recommending Approval:

\_\_\_\_\_  
**ENGR. REXMELLE F. DECAPIA JR., Ph.D.**  
Campus Director, TUPT

\_\_\_\_\_  
**ENGR. BENEDICTO N. FORTALEZA**  
Director, UES

\_\_\_\_\_  
**ENGR. EMENNUEL L. FERRER, Ph. D**  
Vice President for Research and Extension

Approved by:

\_\_\_\_\_  
**ENGR. REYNANTE P. RAMOS, Ph. D., EnP**  
President

Transaction ID	
Signature	