	TECHNOLOGICAL UNIVERSITY OF THE PHILIPPINES Ayala Blvd., Ermita, Manila, 1000, Philippines Tel No. +632-301-3001 local 711 Fax No. +632-521-4063 Email: urds@tup.edu.ph Website: www.tup.edu.ph	Index No.	F-URD-4.1-SRP
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I. **Title of the Program:** (all caps, bold)

Title of the Project: (title case, bold)

Title of the Study: (title case, italic)

Notes:

Research Program – consists of two or more multi-disciplinary research projects wherein a Program Leader, assisted by Project Leaders, is assigned to oversee the successful implementation of the research that is expected to be completed within 18 months above.

Research Project – consists of two or more related or inter-disciplinary studies headed by a Project Leader that is expected to be completed within 12 to 20 months.

Independent Study – a research study that is expected to be completed within two semesters.

II. **Program Leader:** (all caps, bold)

Academic Rank, College or Unit, Telephone and Email

Project Leader: (all caps, bold)

Academic Rank, College or Unit, Telephone and Email

Study Leader: (all caps, bold)

Academic Rank, College or Unit, Telephone and Email

Associate Researcher/s: (all caps, bold)

Academic Rank, College or Unit, Telephone and Email

Research Aide/s (if applicable): (all caps, bold)

Academic Rank/Designation/Plantilla Position, College or Unit, Telephone and Email

Notes:

Program Leader – a faculty researcher that supervises the implementation of two or more research projects.

Project Leader – a faculty researcher that supervises the implementation of two or more research studies.

Study Leader – a faculty researcher who leads the implementation of an independent study.

Associate Researcher – a faculty researcher who serves as co-researcher in the implementation of the research


Research Aide – a student assistant or contract staff who shall assist the researcher/s in the conduct of the research.

III. **Implementing College/Unit/Campus:** (Title case, regular)

IV. **Cooperating College/Unit/Campus:** (Title case, regular)

V. **Duration:** (Title case, regular) _____ months

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VI. **Research Cluster and Specific Area:** (Title case, regular, see guidelines)

VII. **Session:** (Title case, regular; Engineering-Technology-Computer Science or Education-Arts-Social Science)

VIII. **Technical Description of the Program/Project/Study**

INTRODUCTION

a. Background of the Program/Project/Study (3 to 5 paragraphs)

Discuss concisely and clearly the problem of the research program/project/study, including the root causes of the problem. You may elaborate here the results of your gap analysis (e.g. SWOT matrix), hence, the research gap.

Emphasize the relevant scientific studies done by various authors (minimum of 5 related studies). You have to assert what are the opportunities that need further research. Answer the question “What makes your study new, novel, and original?”. You may use figures and tables here. Use APA v7 format for in-line citations, including tables and figures.

b. Objectives of the Program/Project/Study (2 to 3 paragraphs)

Based on the underlying problem and gaps perceived, and the relevant literature cited, formulate your research objectives. The characteristics of an objective should be *specific, measurable, attainable, realistic and time-bound (SMART)*. State the research objectives using operational and simple terms that best describe what you want to accomplish for a certain time frame. Usually, the general objective is stated first then followed by the specific objectives.


c. Justification of the Program/Project/Study (2 to 3 paragraphs)

Discuss the significance of the proposed program/project/study in providing solutions to the identified research problem or gaps, and in contributing significant knowledge to the scientific community. Indicate the expected outcomes/outputs/results, the benefits that can be derived from it, and the most probable recipients of the program/project/study.

METHODOLOGY

a. Conceptual Model (1 paragraph with 1 figure)

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Elaborate here the conceptual model or framework that serves as a general blueprint of your research. The common conceptual models used are the Input-Process-Output (IPO), Independent Variable-Dependent Variable (IV-DV), Prototyping, Waterfall Methodology, etc., or you may contextualize your own model or framework that best describes the activities, processes, standards, or procedures that you intend to do. Use APA v7 format in citing your figure/s. Describe the figure/s concisely.

b. Research Design (3 to 5 paragraphs with 1 figure or table)

Depending on the nature and purpose of your research, there are various formats in presenting the research design. While you are free to decide on the extent of your research design, the following are the suggested contents:

1. Samples and sampling method
2. Relevant data and variable types to be gathered
3. Methods of data collection, analysis, testing, evaluation, and interpretation
4. Materials, instruments, equipment, statistical tools, etc.
5. Procedures, standards, or techniques you will conduct in realizing the objectives of the program/project/study.

IX. REFERENCES

Cite the related literature and studies alphabetically using APA version 7 format.


X. ANNEXES

a. Gantt Chart

Specify the timeline of your proposed program/project/study as expressed in months. This will be used as the basis of de-loading or computing for the service credits to be granted to the researcher/s. You may add more rows/activities if applicable.

No.	Activities	Months											
		1	2	3	4	5	6	7	8	9	10	11	12
1													
2													
3	Submission of 1st Quarter Status Report												
4													
5													
6	Submission of 2nd Quarter Status Report												
7													
8													
9	Submission of 3rd Quarter Status Report												

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10													
11													
12	Submission of 4th Quarter Status Report												
13	Submission of Terminal Report												

b. **PPMP FORM** (Attach the standard PPMP form)

Submitted by:

 Program/Project/Study Leader
 _____ (Date)

Recommended by:

RICO S. SANTOS, DIT
 Research Head

_____ (Date)

LAARNIE D. MACAPAGAL, DMS

Assistant Director, Research and Extension
 _____ (Date)

REXMELLE F. DECAPIA, JR., PhD

Director
 _____ (Date)

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