

Appendix 1. R D & E Form No. 1

For Use of Study Leader

PROJECT PROPOSAL

- I. Program/Project Title**
- II. Proponent/s**
- III. Source of Fund**
- IV. Total Budgetary Requirements**
- V. Time/Duration**
- VI. Cooperating Agency**
- VII. Significance**
 - a. Indicate the current issues/concerns to be addressed
 - b. Discuss the likely impact of the information/technology to be generated on the current body of knowledge, target beneficiaries or stakeholders.
 - c. Discuss how the output will be utilized and disseminated.
- VIII. Objectives**
 - a. It should be clear to what it intends to achieve.
 - b. Adequate enough to address the problem stated.
 - c. Attainable within the time frame and resources indicated. (i.e. SMART)
- IX. Literature Review**
 - a. Exhaustive enough to cover related activities conducted for the last five years.
 - b. Include state of the art of the current technology/information from which the research proposal will take – off.
 - c. Include patent publication. You can access it through.
 - www.uspto.gov
 - www.espace.net
 - www.ipophil

- d. Indicate any related technology which is protected by any of the IPR (Intellectual Property Right) schemes.

X. Methodology

- a. Discuss all relevant variables to be measured/ evaluated. The methodology shall provide answers to the research objectives.
- b. Identify measurable outputs that the proposed research will produce.
- c. In the case of experimental research, treatments that will be used and lay-out of experiments should be illustrated and briefly discussed.
- d. Use appropriate experimental procedures and design.
- e. Discuss how data will be obtained, by whom, specific sources of data frequency of data collection, processing of collected data, and statistical analysis to be employed.
- f. The strategies for implementation, observation and evaluation method should be adequate and well-thought of.

XI. Expected Outputs

- a. Indicate the specific products, process services, information or technologies which the project/ study is expected to produce.
- b. Identify/include social, economic and other benefits to be generated and how long will it take before expected benefits are realized.
- c. Indicate potentially patentable outputs (if there is).

XII. Workplan

- a. Activities identified shall be consistent with the objectives and expected outputs.

XIII. Budget

- a. It should be consistent with the proposed work plan.
- b. The line-item expenditures shall include the:
 - b.1 PS (Honoraria)
 - b.2 MOOE
 - Travel
 - Fuel
 - Supply and Materials (Indicate the number of units & Specification)