



ACTIVITY DESIGN

24-06541

RECEIVED
SEP 25 2024

I. BASIC INFORMATION

Title: ALAY KAPWA/HATAG BULIG

Proponent: SKSU-ISULAN CAMPUS EXTENSION DIVISION

Coordinator: CELIA ROSE J. NOTA
Campus Extension Coordinator

Implementing Agency: SULTAN KUDARAT STATE UNIVERSITY
ISULAN CAMPUS



19, 2024

ga, Barangay Sagasa, Esperanza
Kudarat

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SKSU Isulan Campus Extension)

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER
FINANCE DIVISION

TO: OFFICE OF THE PRESIDENT
Subject: AD attached

Actions needed:
For your information and perusal
For appropriate action/implementation
For appropriate recommendation
For appropriate response
Please come for a meeting/consulting
Remarks:

Provided:

Malinasidat nang unang
pagmamalasakit

University will be celebrating its 34th anniversary on December 3-5, 2024. One of the university is the Alay Kapwa or less fortunate individuals from the chosen campus. Alay Kapwa/Hatag Bulig will be of even in a less amount of goods. This will be Faculty, Staff and Students.

SKSU
EMARA KAPWA/HATAG BULIG
Campus Extension Coordinator

19, 2024

SKSU Isulan Campus Extension)

- PROMOTE community involvement and a good relationship between the campus and the target community
- Share the blessings to the selected beneficiaries as they are partners of SKSU endeavors



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SEP 26 2024

I. BASIC INFORMATION

Title: **ALAY KAPWA/HATAG BULIG**

Proponent: **SKSU-ISULAN CAMPUS EXTENSION DIVISION**

Coordinator: **CELIA ROSE J. NOTA**
Campus Extension Coordinator

Implementing Agency: **SULTAN KUDARAT STATE UNIVERSITY
ISULAN CAMPUS**

Duration: **1 day**

Date: **November 29, 2024**

Venue: **Gawad Kalinga, Barangay Sagasa, Esperanza
Isulan, Sultan Kudarat**

Budget: **P 115,500.00**

Source of Fund: **FUND 164 (SKSU Isulan Campus Extension)**

II. RATIONALE

The Sultan Kudarat State University will be celebrating its 34th Kambuniyan celebration, the founding anniversary on December 3-5, 2024. One of the activities of the annual celebration of the university is the Alay Kapwa or Hatag Bulig to be given to the poor or less fortunate individuals from the chosen adopted barangay of SKSU Isulan Campus. Alay Kapwa/Hatag Bulig will be of great help to the identified beneficiaries even in a less amount of goods. This will be facilitated by the SKSU Isulan Campus Faculty, Staff and Students.

III. OBJECTIVES

The Alay Kapwa/Hatag-Bulig activity aims to:

1. Strengthen the SKSU family the sense of social responsibility, concern and support for other people who are in need;
2. Promote community development and a good relationship between the campus and the target community.
3. Share the blessings to the selected beneficiaries as they are partners of SKSU endeavors.



IV. METHODOLOGY

The Alay Kapwa/Hatag Bulig activity will be spearheaded through the Campus Director and the SKSU Isulan Campus Extension Office. The faculty, staff and students are the facilitators in this gift-giving to the selected beneficiaries from the adopted barangay. The Campus Extension Coordinator will ask the Barangay Chairman to identify who will be the recipients of the groceries. They will be gathered in one place to receive the essential goods.

V. EXPECTED OUTPUT

After the activity, the target participants are expected to:

1. Build a sense of belongingness and strengthened the SKSU family's sense of social responsibility; and
2. Have a better relationship between our institution and community.

VI. BUDGETARY REQUIREMENTS

The budgetary requirements needed for this activity will be taken from the Fund 164 -Extension Budget of SKSU-Isulan Campus.

This includes the following:

EVENT	PARTICIPANTS	PARTICULARS	QUANTITY	UNIT PRICE	AMOUNT
HATAG-BULIG PROGRAM	100 faculty, staff and recipients	Snacks and Lunch	100	484.00	P 48,400.00
	Residents of the Barangay	Rice	5 (sacks)	2,420.00	12,100.00
		Groceries			44,000.00
		Tarpaulin	1 (4X5 ft)	510.00	510.00
				TOTAL	105,010.00
				CONTINGENCY	10,000.00
				GRAND TOTAL	P 115,010.00



Republic of the Philippines
SULTAN KUDARAT STATE UNIVERSITY
Isulan Campus, Isulan, Sultan Kudarat
9805 Province of Sultan Kudarat



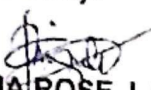
VII. WORKING COMMITTEES/ RESPONSIBILITIES

Over-all Coordinator: Celia Rose J. Nota

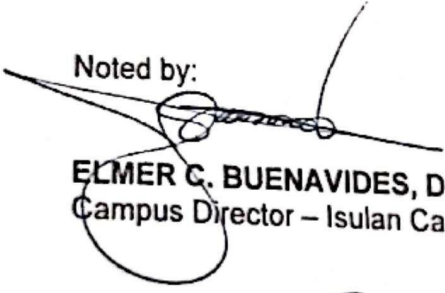
Facilitators: Faculty, Staff and Students of SKSU Isulan Campus

Participants: Residents of Gawad Kalinga, Barangay, Sagasa,
Esperanza, Sultan Kudarat


Prepared by:


CELIA ROSE J. NOTA
Campus Extension Coordinator

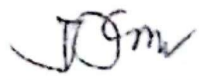
Noted by:


ELMER C. BUENAVIDES, DIT
Campus Director – Isulan Campus

Recommending Approval:


REYNALDO H. DALAYAP, PhD
Vice President for Finance

Approved:


JESUSA D. ORTUOSTE, PhD.
OIC President