	WVSU RESEARCH PROPOSAL FORMAT	Document No.	WVSU-RDC-SOI-01-F01
		Issue No.	1
		Revision No.	0
	WEST VISAYAS STATE UNIVERSITY	Date of Effectivity:	April 27, 2018
		Issued by:	URDC
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A. The program/project/study proposal should be submitted in four (4) hard copies or in electronic form in accordance with the New WVSU Research Format duly signed by the research coordinator/unit head. Please e-mail to **research@wvsu.edu.ph**.

B. Annexes

1. Annex A – Project Line Item Budget/Summary of Annual Financial Plan
2. Annex B – Additional Information
3. Annex C – Acceptance/Endorsement (To be submitted to URDC)

I. RESEARCH TITLE

II. INDICATE IF STUDY, PROJECT, or PROGRAM

(Please underline)

If it is a study or project and the program to where it belongs

INDICATE UNIVERSITY RESEARCH THRUST AND PRIORITIES Addressed by the proposal

INDICATE COLLEGE RESEARCH THRUST AND PRIORITIES Addressed by the proposal

III. PROPONENT(S)

Name:

Major Field(s) of Interest:

Address:

Email and Contact Numbers:

IV. DURATION OF THE STUDY/PROJECT/PROGRAM

Expected Start Date:

Expected Completion Date:

Total Number of Years/Months:

V. KEYWORDS (Please include commodity, field, etc. if any)

VI. BUDGET REQUESTED for the FIRST YEAR of IMPLEMENTATION

VII. TOTAL BUDGET REQUESTED

VIII. COOPERATING AGENCY (If any)


IX. OBJECTIVES

(State whether the project proposal is a new idea or a continuation of, or related to, previous research work(s) undertaken by the proponent(s) and what the proponent(s) aim to discover or establish)

X. EXPECTED OUTPUT

XI. BACKGROUND/RATIONALE/SIGNIFICANCE

(Provide a brief background or introduction and state the importance to science and /or technology). In what way would the research, if successful, contribute to the increase of local/national income and who, or what sectors, can possibly benefit from the research project when completed)

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XII. REVIEW OF LITERATURE

12.1 Previous work done on this project. (State whether you have done similar research on this project and provide some theoretical/conceptual framework citing literature)

12.2 Results obtained by others. Summarize important results to date obtained by others on this problem, citing publications.

12.3 Bibliography/Literature Cited

XIII. WORK PLAN

13.1 Procedure/Methodology in sufficient detail (if possible, present research design, interview schedule/questionnaire to be used, sampling procedure/technique, etc.)

13.2 Schedule of Activities (State quarterly target activities of the project, its expected output, percentage work output and amount)

ACTIVITIES	EXPECTED OUTPUT	% WORK OUTPUT	AMOUNT
1 st Quarter			
2 nd Quarter			
3 rd Quarter			
4 th Quarter			

XIV. SUMMARY OF ANNUAL FINANCIAL PLAN

PARTICULARS	BUDGETARY REQUIREMENTS	
	Year 1	Year 2
I. Personal Services		
II. Maintenance & Other Operating Expenses		
III. Equipment /Capital Outlay		
TOTAL COST OF PROJECT		